

Pre-Final Report/ Second Draft

## College of William and Mary: Campus Center Study

May 2012



MOSELEYARCHITECTS

May 2, 2012

Mr. Wayne Boy  
Director – Planning, Design, & Construction  
The College of William & Mary  
P.O. Box 8795  
Williamsburg, VA 23187-8795

Re: Pre-final Planning Report  
Campus Center

Dear Wayne,

We are pleased to submit this Pre-final Report for the new Campus Center at the College of William & Mary. The report was prepared by the planning team of Moseley / WTW Architects. We enjoyed facilitating this study in collaboration with you and the other members of the project planning committee.

This report defines a dynamic vision for a new center of student life on the William & Mary campus. A new facility of 131,000 gsf is proposed on the site of the present Campus Center / Trinkle Hall. The new center will include public event spaces, retail and dining amenities, new space for student organizations and student services. The architectural style of the new facility will honor the historic character of the College. It will become a new arrival point for visitors, the crossroads for student life, and a vibrant gathering place for the entire campus community.

The Moseley / WTW team worked interactively with the project planning committee as well as numerous students, staff, and administrators who participated in the planning process. We appreciate the extensive time and effort expended by all members of the College in assisting with this report. Special thanks go to you, Anna Martin, and Virginia Ambler for their superb participation and assistance with this study.

We are delighted to have been part of this planning effort for the new Campus Center and look forward to our continuing relationship with the College through the next phase of this exciting project.

Very truly yours,

WTW Architects

Moseley Architects

Paul Knell, AIA  
Senior Principal

George Nasis, AIA  
Vice President

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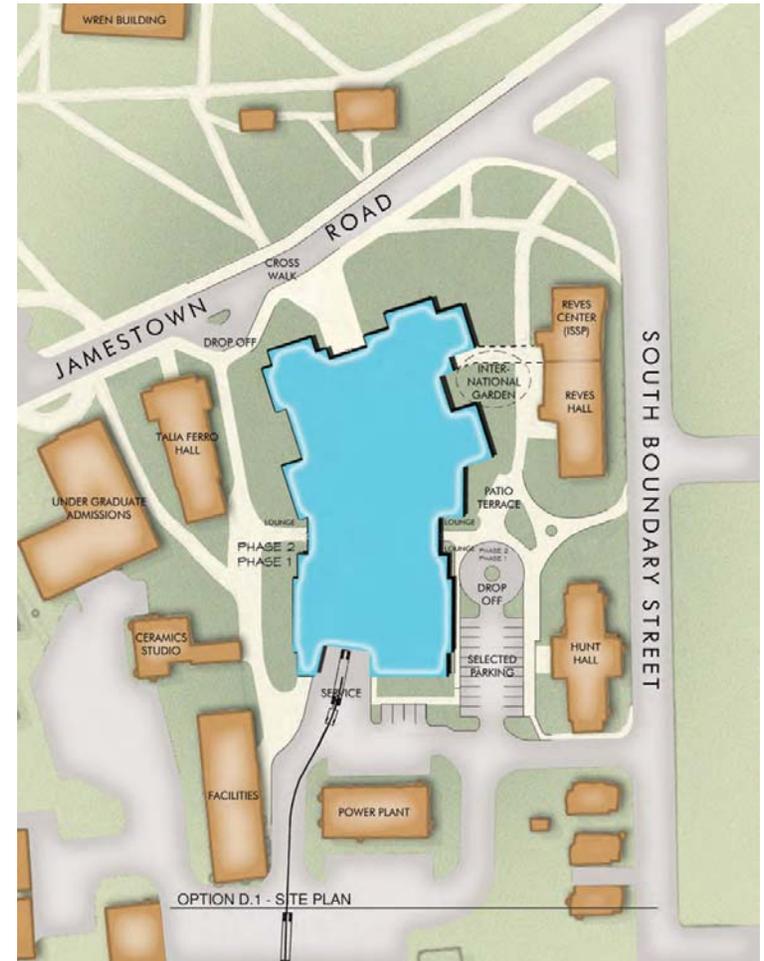
Executive Summary



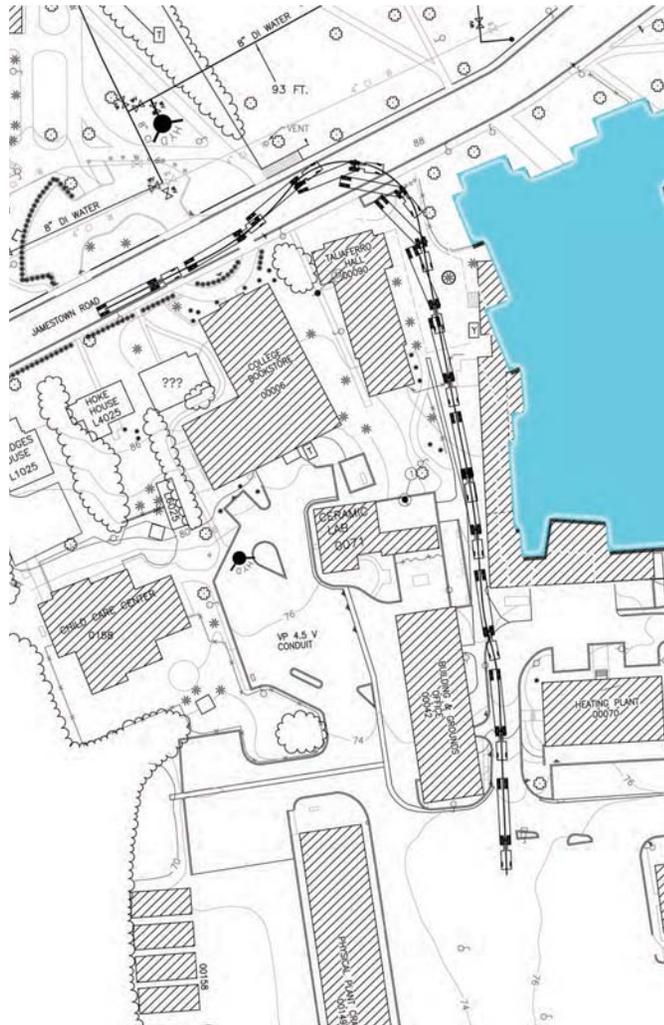
Executive Summary



APPENDIX  
Service Vehicle Analysis



**APPENDIX**  
**Service Vehicle Analysis**



Moseley/WTW Architects  
May 2012

**EXECUTIVE SUMMARY**

The purpose of this Campus Center Study is to evaluate the existing campus center building, assess student life needs and priorities, develop a program of requirements to fulfill these priorities, and assist the College in defining a cohesive vision for the project. The results of this report indicate that the Campus Center and Trinkle Hall facilities are beyond their useful lives and are not suitable for continued use or renovation. Furthermore, the existing space allocated for programs currently housed in the Campus Center and Trinkle hall is severely undersized and does not meet the current or future needs of the College. Student space has been lacking for the past 20 years according to administrators and has not been fully alleviated by the construction of the Sadler Center. Student life space in the Campus Center and in Trinkle Hall is deficient when compared to the needs identified by current administrators and students as well as to the national average of student space in facilities from 90 campuses across the country.

The Campus Center and Trinkle Hall currently function as a single student center facility providing food service, event space, meeting rooms, retail, informal study, and space for student organizations and related administration offices. These existing facilities are approximately 42% deficient in program space when compared to the national average of facilities with similar functions. As illustrated by the chart below, a new facility adhering to the program determined by the planning committee would allow the College to elevate its program space levels to be more consistent with the national average. The space inventory and detailed program is included in the main body of this report.



Existing Campus Center

Comparison of Existing Facilities to National Averages	Existing Campus Center and Trinkle Hall (NSF)	National Average (NSF)	Proposed Program for New Facility (NSF)
Food Service	13,310	26,076	20,000
Large Event Space	6,704	9,968	8,300
Conference/Meeting Rooms	1,736	9,942	6,000
Spirit Shop/Retail	135	4,400	3,000
Auditorium	-	5,217	4,200
Informal Study Space	2,737	6,445	6,500
Student Organizations	11,885	8,419	13,200
Administrative	9,801	8,841	11,500
<b>Total Average Program Space</b>	<b>46,308 58%</b>	<b>79,308 100%</b>	<b>72,700 92%</b>

\*National Averages based on 90 top College's and Universities. Data Provided by WTW Architects.

Moseley/WTW Architects  
May 2012

**EXECUTIVE SUMMARY**

The planning team's condition assessment of the Campus Center and Trinkle Hall determined that both buildings have undergone various renovations, additions, and small alterations throughout the years they have been in service. The results of the assessment indicate that another more extensive renovation to either of the existing buildings will not be sufficient to provide the desired long-term solution compared to a new replacement option, or even to a partial replacement that eliminates a portion of the existing facilities. The Campus Center and Trinkle Hall have insufficient program space which is poorly configured due to structural constraints, small building volume and an irregular building footprint. All building systems also have more than exceeded their useful lifespans. Additional issues within the existing facilities include code concerns, ADA non-compliance, inaccessibility, as well as outdated life safety systems.

Constructing a 100% new facility would bring the benefit of enhanced technology, adaptability, and improved energy efficiency that could be designed into a new structure. The limitations and constraints of the existing building preclude the advantage of designing a building to allow for future adaptability/flexibility and technological upgrades.



Existing Trinkle Hall

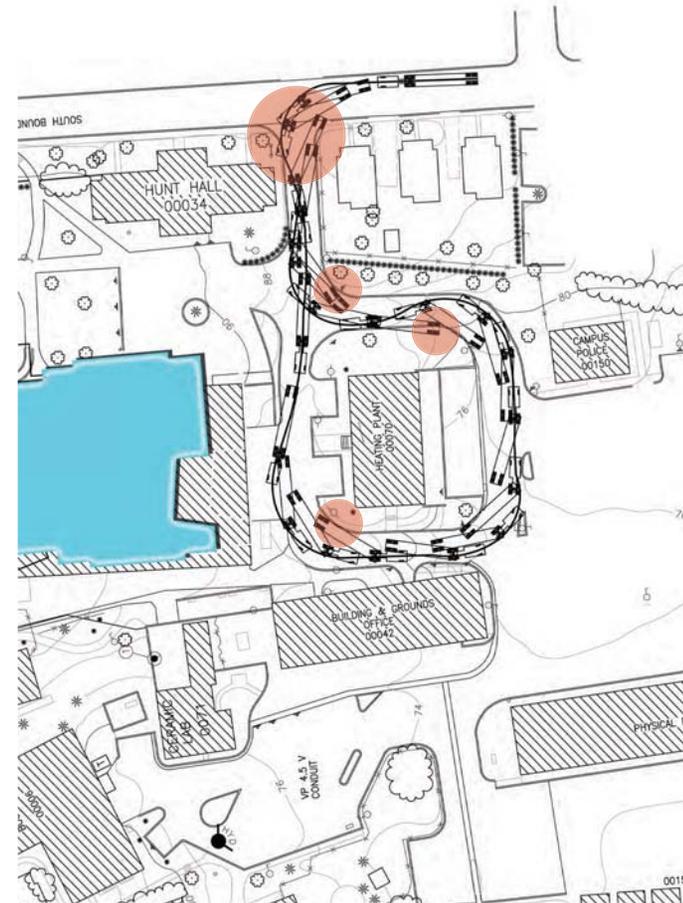
Based on the cost analysis summarized in the study, it is estimated that the probable cost of renovation will approach 84% of new construction, due to the poor condition of the existing buildings. Renovating either building would result in facilities that would remain inferior in terms of space utilization, volume, configuration and flexibility, and would nearly approximate the cost of constructing an entirely new facility which could be more comprehensively tailored to the needs of the College.

Summarizing the benefits to the students and the College as a whole, constructing a new facility will alleviate student space shortages on campus, elevate the College to national standards already achieved by peer competitors, and create a dynamic campus destination which will attract, engage, support, and retain students as a symbol of excellence with the national reputation of the College of William and Mary.

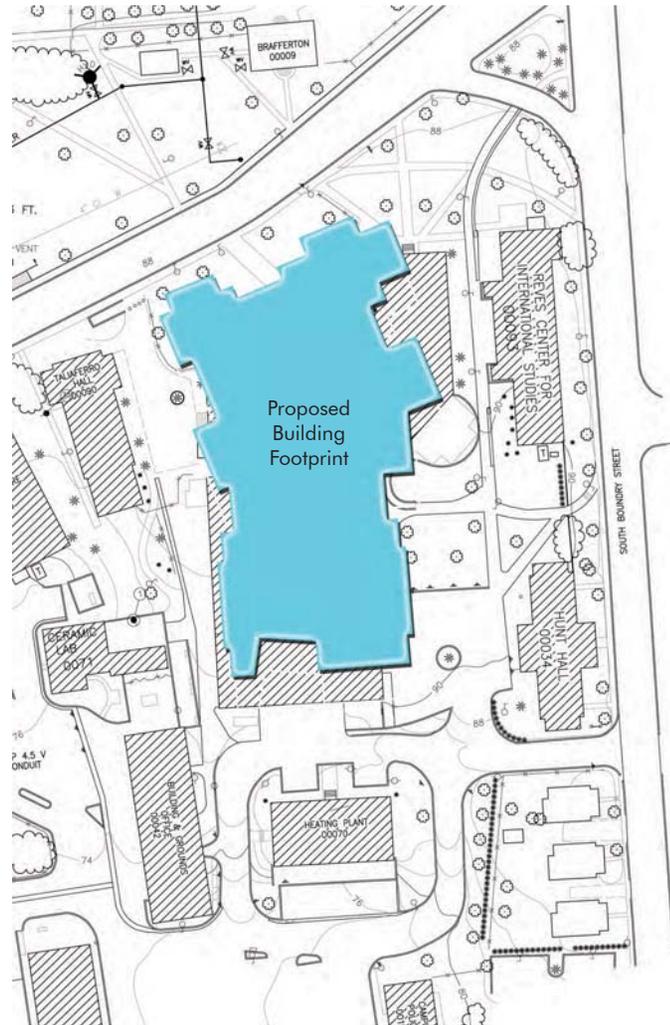
**APPENDIX**

**Service Vehicle Analysis**

● Potential conflict with large vehicles



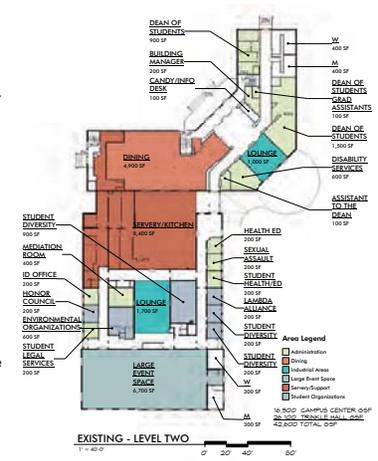
**APPENDIX**  
**Service Vehicle Analysis**



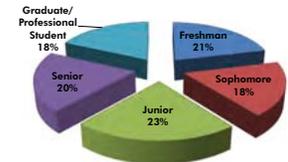
**EXECUTIVE SUMMARY**

**Planning Process**

The planning team of Moseley / WTW Architects was commissioned by the College to evaluate the existing campus center building, assess campus needs and priorities, develop a program of requirements, and assist the Project Planning Committee in defining a cohesive vision for the project. This study included numerous on-campus meetings via an interactive process that engaged students, administrators and a wide variety of user groups. This process began with a visioning workshop, followed by individual programming meetings with key user groups, an open forum for students at large, and a campus-wide online student survey. Over a seven month process, the program was refined and synthesized into a final planning report. The planning team considered (1) renovation of the current facility, (2) partial demolition/renovation with a new addition, and (3) full replacement with a complete new facility. After exploring various factors including the condition of the existing building and its infrastructure, the constraints of the existing site, the need for expanded services and related delivery considerations, student life needs and priorities, phasing, and probable cost, full replacement with a complete new facility was considered the best option. This report documents the planning process and illustrates a cohesive vision for this exciting new facility.



Existing building operations were assessed.



Student priorities were identified via an online survey.



The existing site was documented and evaluated.

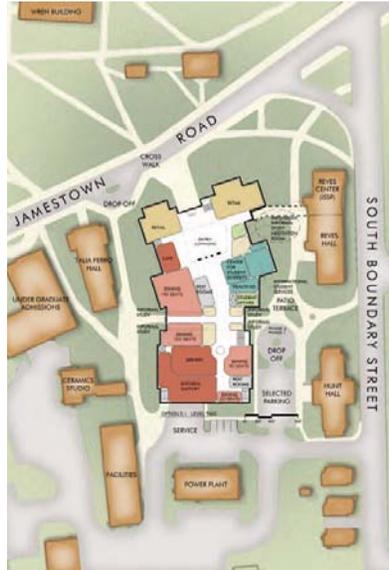
### EXECUTIVE SUMMARY

#### Site Opportunities

The proposed Campus Center facility will be approximately 130,000 gsf in size with its signature entrance along Jamestown Road. Other pedestrian entrances are also planned on the east and west sides of the building. New service docks will be located on the south side of the proposed facility (facing the power plant) separate from pedestrian traffic. The site design anticipates the preservation of several existing mature trees. Green spaces will include new landscaping, gardens, pedestrian plazas and walkways that seamlessly connect the new building with its campus neighborhood. Both active and passive outdoor spaces are planned.

#### Project Phasing

The new building will be constructed in two phases with the majority of the new dining operation constructed in the phase I south wing. This will allow the existing dining services to remain in operation in its current location while phase I is constructed, then move into the new facility and seamlessly continue its operation while the phase II north wing is completed. Other spaces constructed in phase I will provide 'swing space' opportunities that will minimize the need to temporarily relocate existing student life operations to other campus locations while the project is constructed.



The proposed facility will dynamically engage pedestrians while segregating service deliveries and parking.



Many existing site features, including walkways and landscaping must be replaced or enhanced.

### Appendix

**ALTERNATIVE CONCEPTS**

**Preliminary Massing Study 4**



**EXECUTIVE SUMMARY**

**Proposed Features**

As the new showcase for campus life, the proposed facility will join together a variety of student programs, services, and amenities into a dynamically diverse and exciting new campus landmark. Some of the key features are as follows:

**Historic Presence Along Jamestown Road –** The proposed building exterior will complement the contextual rhythm, massing, and early-Georgian style of related buildings in this historic district of the campus.



The proposed view from Jamestown Road compliments the historic rhythm and scale of the William and Mary Campus.

**Interior Courtyard/Atrium –** The main lobby will be a vibrant student gathering place with a sidewalk café, abundant day lighting and views out to other portions of the campus.

**New Dining Amenities –** An expanded dining marketplace will include enhanced retail dining choices, seating for 400 persons, and a student coffeehouse/café.

**The College Spirit Shop –** This new retail store will feature William & Mary gifts and spirit apparel.

**A Showcase for Student Diversity –** To better accommodate an increasingly diverse student body, enhanced space is planned for the Center for Student Diversity and international students.



The interior courtyard/atrium will feature the rebuilt front facade from Trinkle Hall.

**EXECUTIVE SUMMARY**

**Proposed Features**

Student Clubs and Organizations – Improved facilities for student organizations are planned to include interactive lounge spaces for student engagement and collaboration, additional meeting rooms for club activities, related facilities for special programs and events, and an enhanced Student Activities Resource Area.

Enhanced Student Services – To better accommodate the changing needs of students, improved office space is planned for Student Activities, Student Affairs, Residence Life, and the Dean of Students.

Improved Large Event Space – The new multi-purpose room will accommodate 300 person banquets and lecture seating for 500 persons.

New Student Activities Auditorium – Planned to seat more than 200 persons, this multiuse auditorium will accommodate a wide variety of student programs, films, performances, and special events.

With the vision to create a true campus destination, the key program elements outlined above have been planned around some very vibrant public spaces. This new facility will become the heartbeat of the College and the crossroads of daily campus life. The proposed Campus Center will revitalize the student life experience at William and Mary and become a dynamic destination for all members of the campus community.



Several public gathering spaces such as this one have been planned to promote 'community building' and special events.



Open lounge space will visually unify many areas of the proposed facility.



Student programs and events will be showcased in the new auditorium.

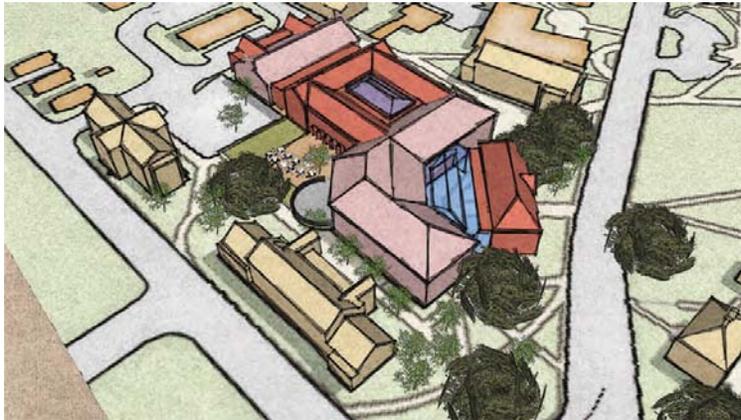
**ALTERNATIVE CONCEPTS**

**Preliminary Massing Study 3**



ALTERNATIVE CONCEPTS

Preliminary Massing Study 2



EXECUTIVE SUMMARY

Creating a New Campus Destination

As one of the premier educational anchors in Virginia, the replacement of the existing campus center with an exciting new centerpiece for student life will be the catalyst for a remarkable transformation on the campus of the College of William and Mary. The proposed Campus Center will revitalize the student life experience at William & Mary and become a vibrant destination for all members of the campus community. The new facility will be the heartbeat of student life, the home for special events and traditions, and the gathering place for the entire campus. It will become an integral part of campus tours for prospective students and a powerful recruitment and retention feature for the College. As the dynamic new crossroads of college and community life, it will embody the College's mission to provide an enriched and sustainable educational experience for William & Mary students. The new Campus Center will become the 'energy zone' for student activities and programs and will fundamentally transform and strengthen the educational vision of the College. The Office of Student Activities Mission Statement provides insight and validation for this vision:

*In support of the tradition of independence and a student driven culture at the College, we pledge to actively involve students in all aspects of life outside the classroom. Ultimately these learning opportunities add to one's life experiences, creating future community leaders and enlightened citizens.*



The new facility will be a place of excellence. It will become the dynamic focal point of co-curricular activities that support a campus climate where a passion for knowledge through the harnessing of ideas, civic engagement, independence and diversity truly enrich the educational experience. It will become the focal point for student involvement and leadership, as well as a vibrant new centerpiece of campus life. The new Campus Center will be the architectural embodiment of the University's vision to provide an exceptional campus life experience that is inspiring by design and dynamic in its mission.

Facility Evaluation

Facility Evaluation

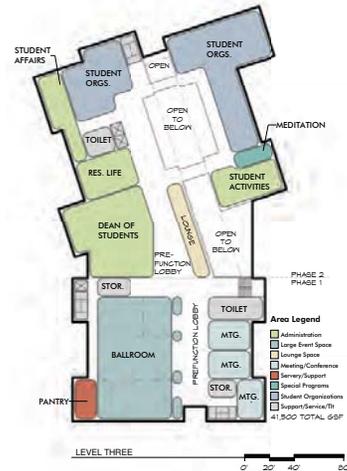
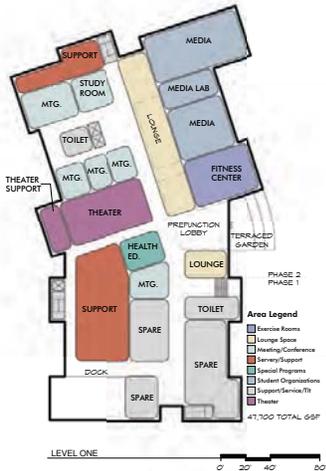
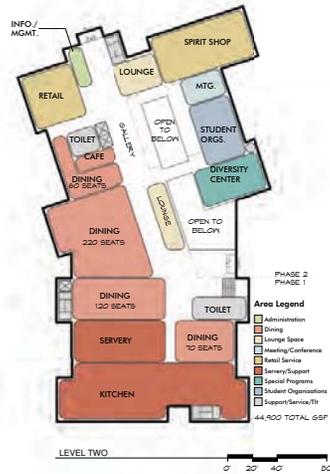
ALTERNATIVE CONCEPTS

Preliminary Massing Study 1



ALTERNATIVE CONCEPTS

Preliminary Concept Plan - Option C.3



FACILITY EVALUATION

Introduction

The planning team conducted a review and assessment of the current Campus Center facility. This process included documenting existing building occupants as well as existing building conditions. The planning team also identified reciprocal student life functions in the Sadler Student Center and facilitated a worksession/dialog with the building committee comparing the combined resources of both facilities. This section of the report includes documentation on this evaluation effort.



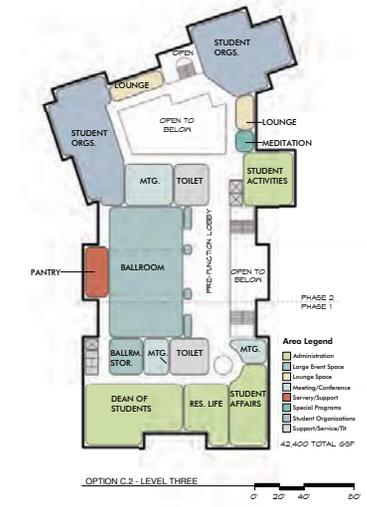
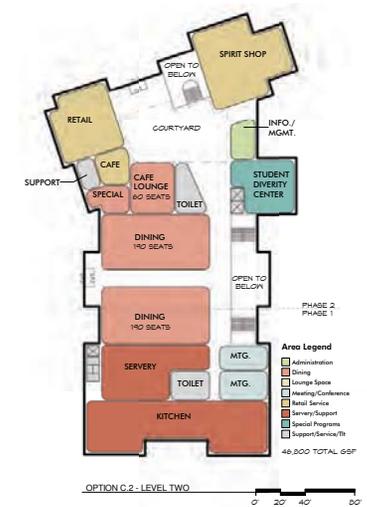
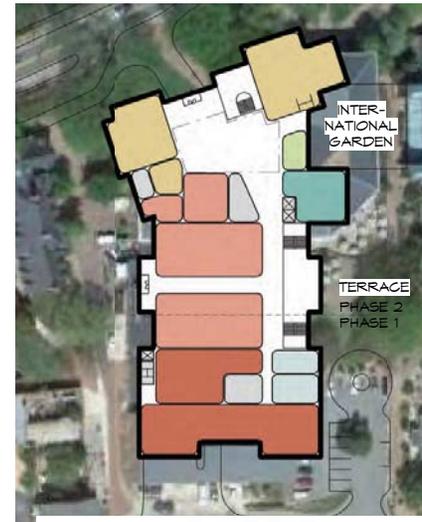
**FACILITY EVALUATION**

**Sadler Center vs. Campus Center Comparison**

Existing Sadler Center	Existing Campus Center	Proposed Campus Center
Central Campus Location Close to Academic Core Links Historic Core to West Campus	Perimeter of Campus Close to Duke of Gloucester Street Links to Historic Core to Williamsburg	
Size: 94,000 gsf	Size (occupiable floors) 79,000 gsf	130,000 gsf
Immediate Parking: 216 spaces Other Nearby Parking: 50 spaces	Immediate Parking: 21 spaces Other Nearby Parking: 246 spaces	22 spaces 246 spaces
<b>Services and Amenities</b>	<b>Services and Amenities</b>	
Dining/M meal Plan 419 seats	Dining/Retail Marketplace 286 seats	400 seats
Convenience Store	Spirit Shop --	3,000 sf
Post Office	Retail 100 sf	2,100 sf
Game Room	Café/Coffeehouse --	50 seats
Lodge One 60 seats		
<b>Event Spaces</b>	<b>Event Spaces</b>	
Chesapeake Rm 6,400 sf	Large Event Space 6,700 sf	6,000 sf
Tidewater Rm 4,100 sf		
Meeting Rooms 2,700 sf	Meeting Rooms 1,700 sf	6,000 sf
Theater 463 seats	Theater --	220 seats
	<b>Student Organizations/Engagement</b>	
	Student Organizations 6,200 sf	8,100 sf
	Student Media Groups 5,600 sf	5,100 sf
	Office of Student Activities 1,600 sf	2,100 sf
	Center for Student Diversity 1,300 sf	1,300 sf
<b>Existing Administration</b>	<b>Administration</b>	
Sadler Center/Management Office	Student Affairs, DOS, Res. Life 8,700 sf	9,400 sf
	Archeological Research 4,300 sf	(to be relocated)
	Facilities Mgmt / EH & S 1,800 sf	(to be relocated)

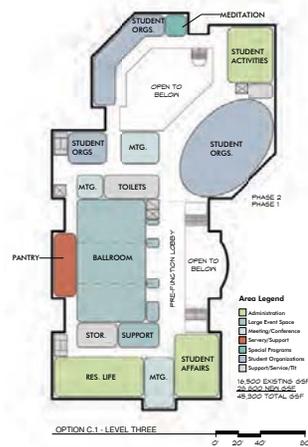
**ALTERNATIVE CONCEPTS**

**Preliminary Concept Plan - Option C.2**



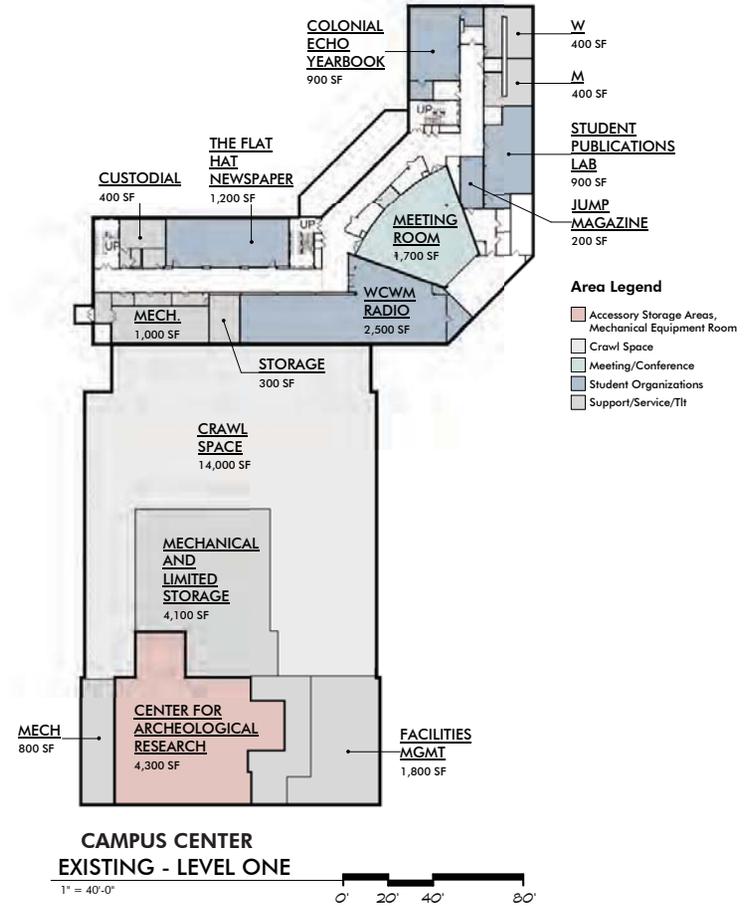
ALTERNATIVE CONCEPTS

Preliminary Concept Plan - Option C.1



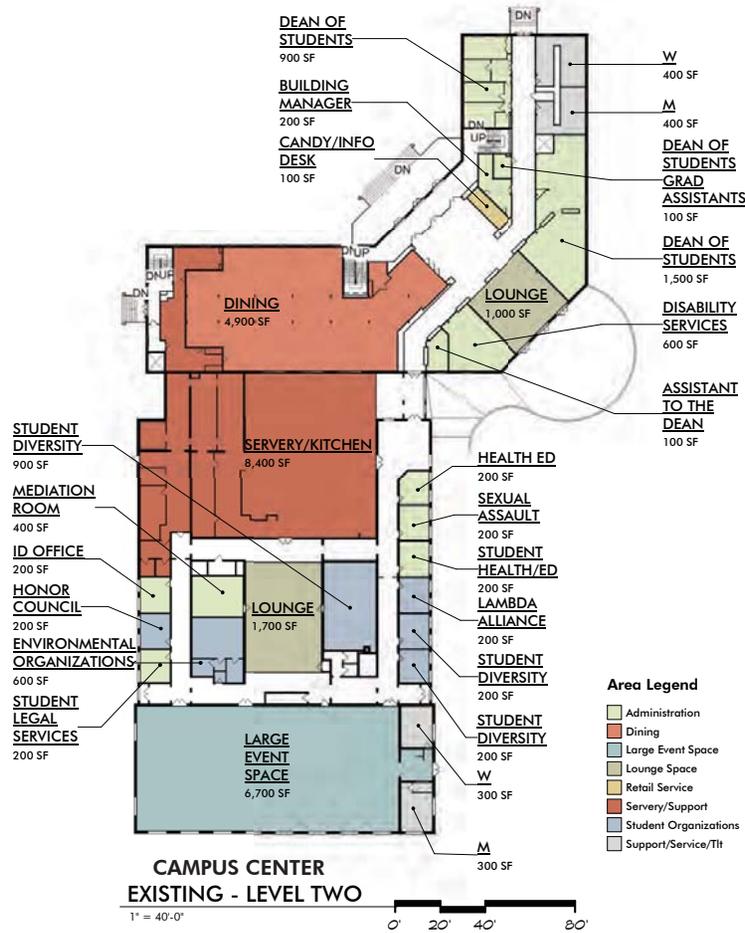
FACILITY EVALUATION

Campus Center - Existing Occupants



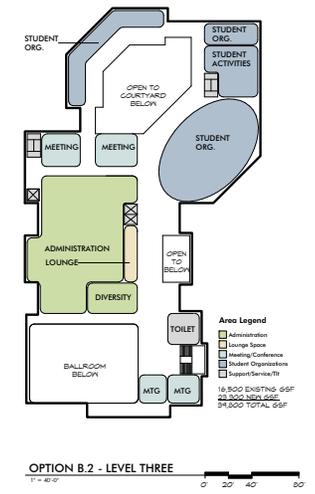
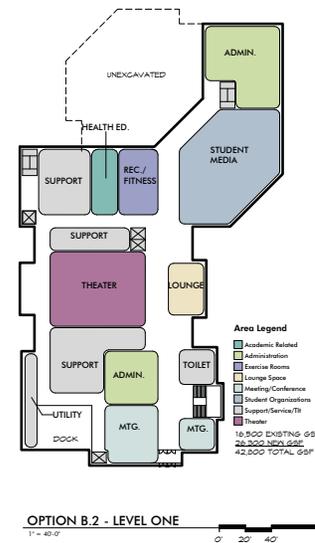
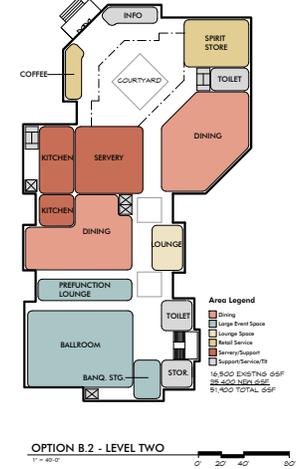
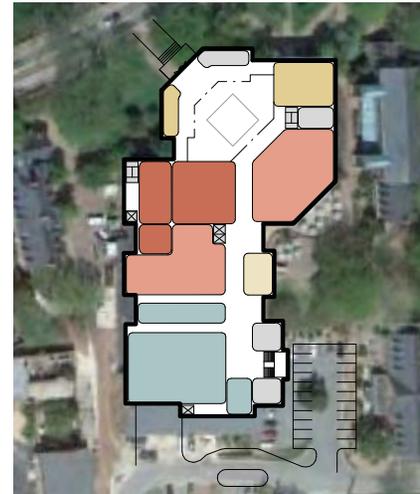
FACILITY EVALUATION

Campus Center - Existing Occupants



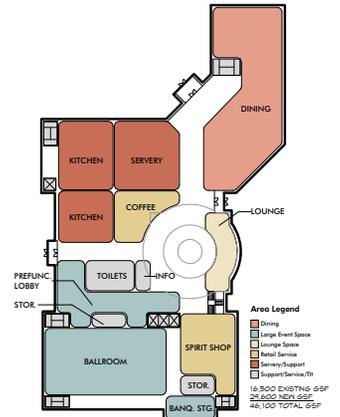
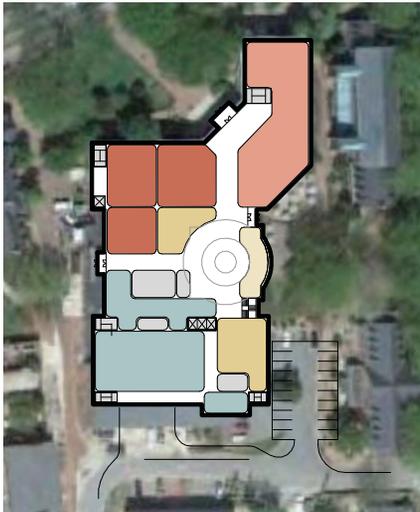
ALTERNATIVE CONCEPTS

Preliminary Concept Plan - Option B.2

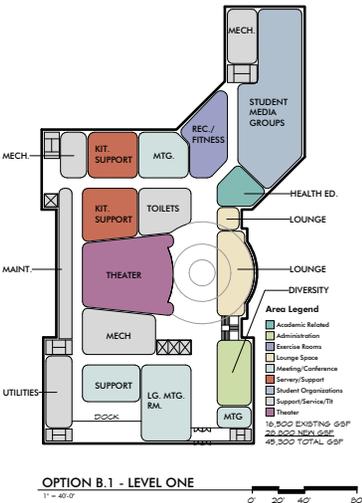


ALTERNATIVE CONCEPTS

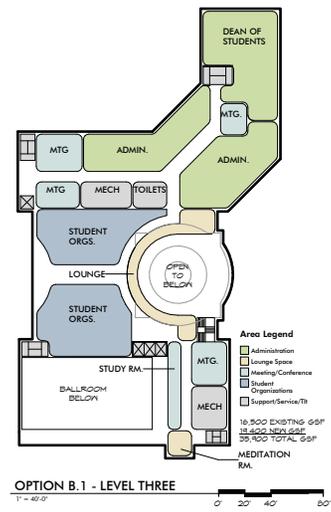
Preliminary Concept Plan - Option B.1



OPTION B.1 - LEVEL TWO  
1" = 40'



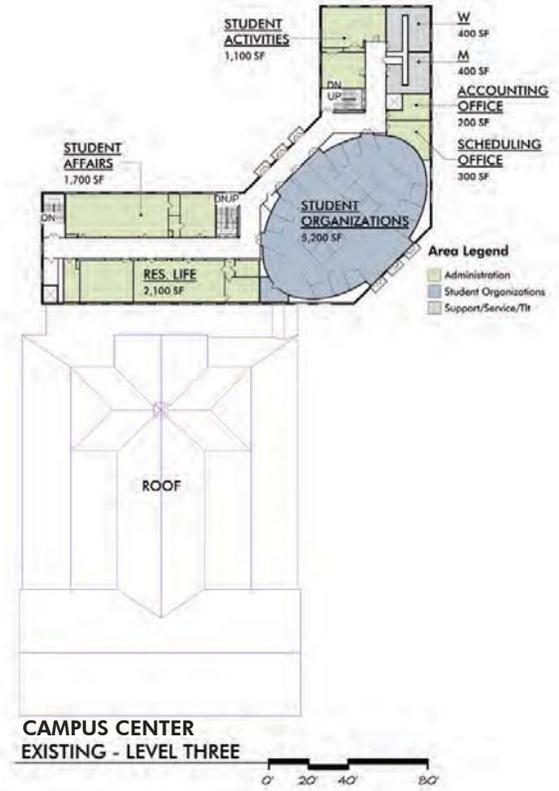
OPTION B.1 - LEVEL ONE  
1" = 40'



OPTION B.1 - LEVEL THREE  
1" = 40'

FACILITY EVALUATION

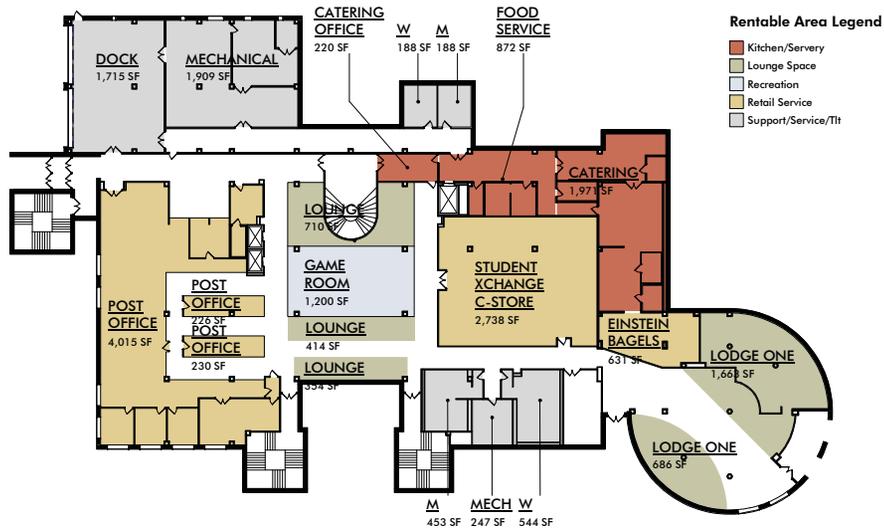
Campus Center - Existing Occupants



CAMPUS CENTER  
EXISTING - LEVEL THREE  
1" = 40'

FACILITY EVALUATION

Sadler Center - Existing Occupants



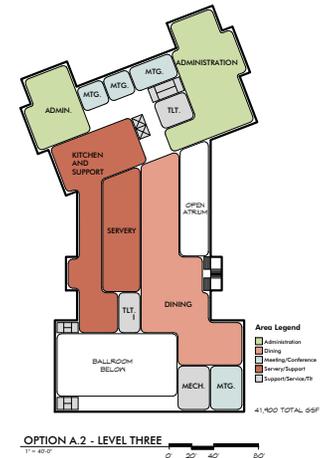
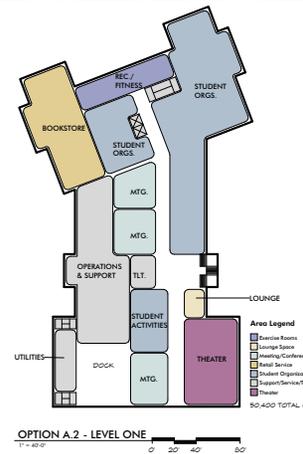
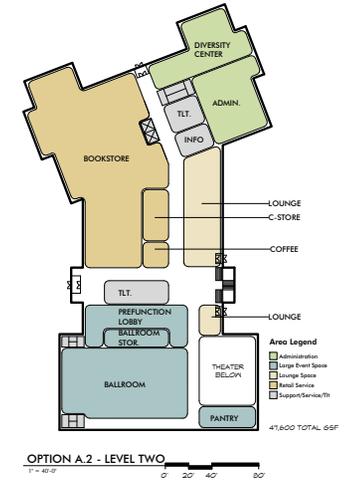
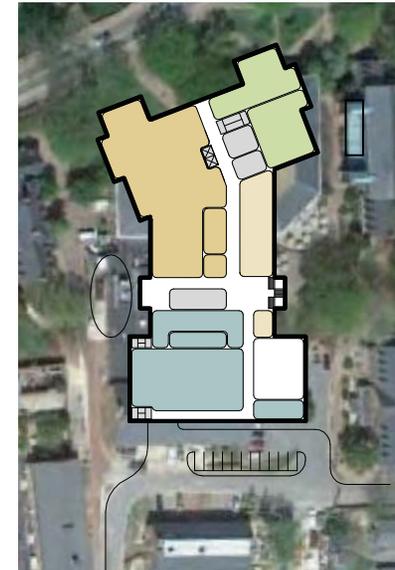
EXISTING SADLER STUDENT CENTER

1ST FLOOR



ALTERNATIVE CONCEPTS

Preliminary Concept Plan - Option A.2

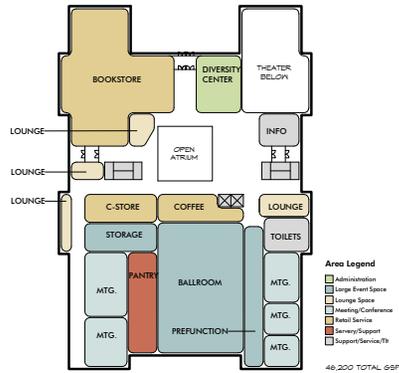
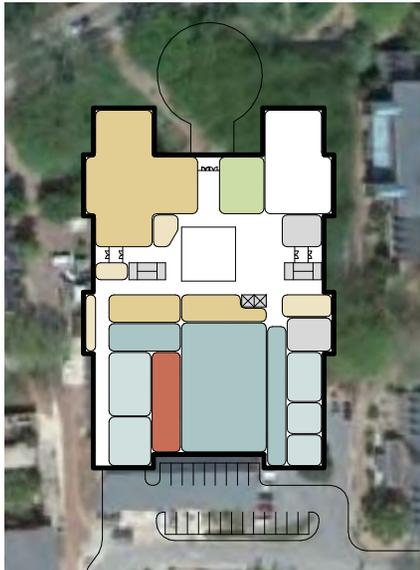


ALTERNATIVE CONCEPTS

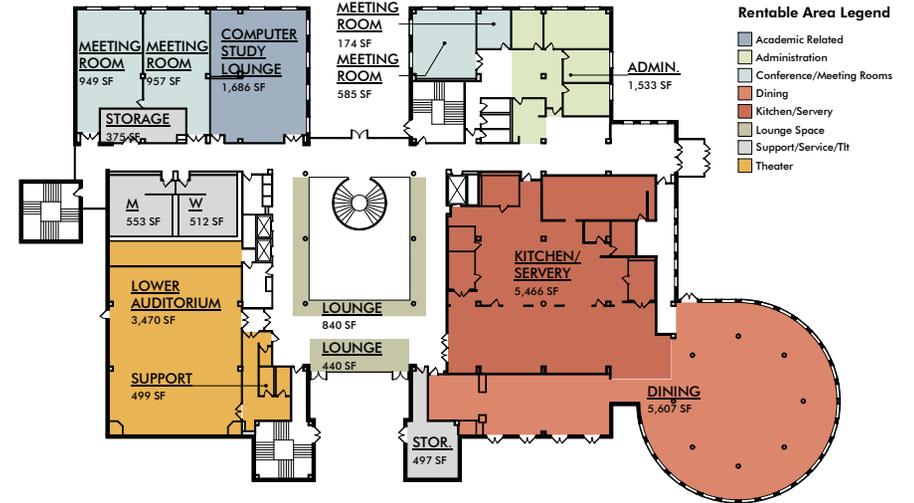
FACILITY EVALUATION

Preliminary Concept Plan - Option A.1

Sadler Center - Existing Occupants



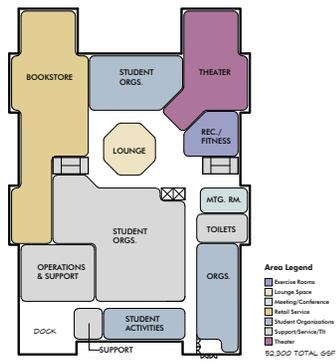
OPTION A - LEVEL TWO  
1" = 40'-0"



EXISTING SADLER STUDENT CENTER

2ND FLOOR

1/32" = 1'-0" 0' 16'-0" 32'-0" 64'-0"



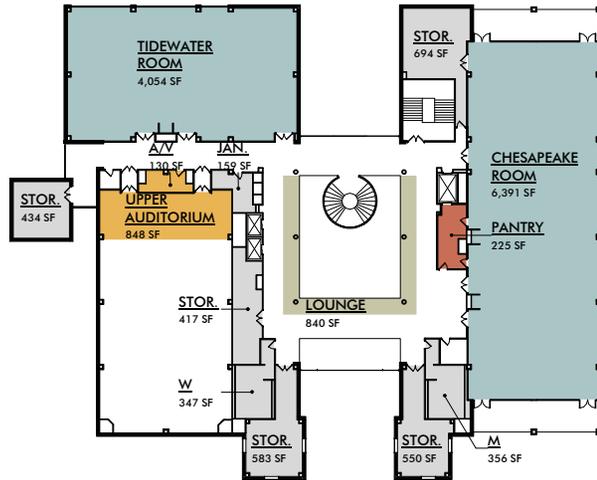
OPTION A.1 - LEVEL ONE  
1" = 40'-0"



OPTION A.1 - LEVEL THREE  
1" = 40'-0"

**FACILITY EVALUATION**

**Sadler Center - Existing Occupants**



**Rentable Area Legend**

- Kitchen/Servery
- Large Event Space
- Lounge Space
- Support/Service/IT
- Theater

**EXISTING SADLER STUDENT CENTER**

3RD FLOOR



**ALTERNATIVE CONCEPTS**

**Introduction**

The planning team was charged with providing a minimum of three alternative renewal concepts. To explore a wider range of options, seven preliminary concepts and one final concept were developed and reviewed with the building committee. The selected final concept for the project includes the best ideas from several of the preliminary concepts that are included in this section of the report.



Study Sketch - View of Option C.1 from Jamestown Road



Study Sketch - View of Possible Outdoor Terrace from Reves Hall that was part of Option C.2.

Alternative Concepts



Alternative Concepts



# CAMPUS CENTER & TRINKLE HALL

## 2011 EXISTING CONDITIONS ASSESSMENT

THE COLLEGE OF WILLIAM & MARY



**MOSELEY**ARCHITECTS  
A PROFESSIONAL CORPORATION

November 28, 2011

DRAFT

## ACKNOWLEDGEMENTS

We would like to extend our appreciation to the staff at The College of William & Mary whose time and assistance greatly assisted in preparing this assessment. In particular, we would like to thank Joseph Martinez and Daniel Patterson.

George Nasis  
Vice President  
Moseley Architects

## ASSESSMENT TEAM

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MEPFP Engineer

EDC  
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Midlothian, VA. 23113  
Cost Estimating

## Cost Comparison Data Sheet

College of William and Mary  
Campus Center

Project Name: Louisiana State University  
Location: Baton Rouge, LA  
Delivery Method: CM  
Year Bid: 2006  
**Construction: Add/Reno**  
**New Sq. Ft: 45,419**  
**Renov. Sq. Ft: 119,684**  
**Unrenovated Sq. Ft: 93,718**  
**Total Sq. Ft: 258,821**

CONSTRUCTION DIVISIONS		Subtotal	Cost/SF	%/Total
01	General Conditions	\$3,087,802	\$18.70	11.15% <sup>1</sup>
02	Sitework	\$2,821,169	\$17.09	10.19%
03	Concrete	\$526,370	\$3.19	1.90%
04	Masonry	\$1,049,248	\$6.36	3.79%
05	Steel	\$1,203,601	\$7.29	4.35%
06	Carpentry	\$356,514	\$2.16	1.29%
07	Thermal/Moisture	\$547,050	\$3.31	1.98%
08	Doors & Windows	\$2,422,080	\$14.67	8.75%
09	Finishes	\$4,062,233	\$24.60	14.67%
10	Specialties	\$386,208	\$2.34	1.39%
11	Equipment	\$3,480	\$0.02	0.01%
12	Furnishings	\$49,920	\$0.30	0.18%
13	Special Const.	\$0	\$0.00	0.00%
14	Conveying	\$240,000	\$1.45	0.87%
15	Mechanical/Plumbing/F.P.	\$5,783,150	\$35.03	20.89%
16	Electrical/Data	\$5,148,321	\$31.18	18.59%

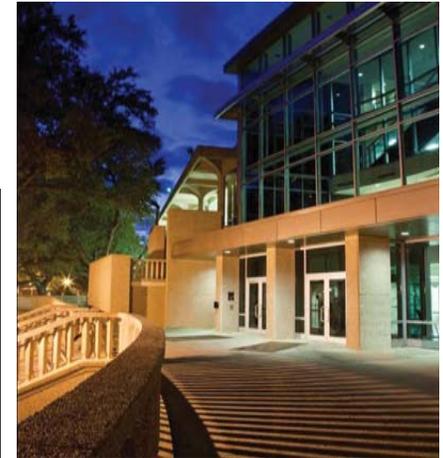
**TOTAL \$27,687,146 \$167.70 100.00%**

Separate Project Food Service Equip.: **\$3,000,000 \$18.17**  
Total w/ Food Service Equip.: **\$30,687,146 \$185.87**

Escalation to 2011 (1.14): **\$34,983,346 \$211.89** <sup>2</sup>  
Regional Adjustment (1.02): **\$35,683,013 \$216.13** <sup>3</sup>

### Notes:

1. Includes CM Fees, Construction Contingency, CM Bond, Insurances, etc.
2. Escalation Pricing Index per 2011 Edition of RS Means Building Construction Cost Data.
3. Escalation Pricing Index per 2011 Edition of RS Means Building Construction Cost Data.



**Cost Comparison Data Sheet**  
 College of William and Mary  
 Campus Center

Project Name: Trinity International University  
 Location: Chicago, IL  
 Delivery Method: Bid/Build  
 Year Bid: 2007  
**Construction: Building Additions and Renovations**  
 New Sq. Ft: 22,639  
 Renov. Sq. Ft: 18,300  
 Total Sq. Ft: 40,939



CONSTRUCTION DIVISIONS	Subtotal	Cost/SF	%/Total
01 General Conditions	\$549,680	\$13.43	7.40% <sup>1</sup>
02 Sitework	\$547,621	\$13.38	7.38%
03 Concrete	\$249,508	\$6.09	3.36%
04 Masonry	\$392,160	\$9.58	5.28%
05 Steel	\$683,032	\$16.68	9.20%
06 Carpentry	\$275,894	\$6.74	3.72%
07 Thermal/Moisture	\$669,030	\$16.34	9.01%
08 Doors & Windows	\$779,702	\$19.05	10.50%
09 Finishes	\$986,318	\$24.09	13.29%
10 Specialties	\$294,078	\$7.18	3.96%
11 Equipment	\$0	\$0.00	0.00% <sup>2</sup>
12 Furnishings	\$37,010	\$0.90	0.50%
13 Special Const.	\$0	\$0.00	0.00%
14 Conveying	\$75,000	\$1.83	1.01%
15 Mechanical	\$1,259,336	\$30.76	16.96%
16 Electrical	\$625,582	\$15.28	8.43%

**TOTAL** \$7,423,951 \$181.34 100.00%<sup>5</sup>

Food Service Equip.: \$1,225,000 \$29.92  
 Total w/ Food Service Equip.: \$8,648,951 \$211.26

Escalation to 2011 (1.10): \$9,513,846 \$232.39<sup>3</sup>  
 Regional Adjustment (.76): \$7,230,523 \$176.62<sup>4</sup>

**Notes:**

1. Phased construction and renovation.
2. Does not include \$1,225,000 of Food Service Equipment.
3. Escalation Pricing Index per 2011 Edition of RS Means Building Construction Cost Data.
4. Regional Pricing Index per 2011 Edition of RS Means Building Construction Cost Data.
5. Total does not include CM Fee

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## EXECUTIVE SUMMARY

The purpose of the *Existing Conditions Assessment* was to conduct an evaluation of the existing Campus Center and Trinkle Hall building and systems, to include the following:

- Compare available usable building area to desired building area.
- Evaluate and compare the probable costs necessary to renew the existing structure against the probable costs of building a new replacement Student Center.

The results of the assessment indicate that another extensive renovation of the existing buildings will not be sufficient to provide the desired long-term solution compared to a new, replacement option, or even to a partial replacement that eliminates a portion of the existing facility, Trinkle Hall. The existing building has constraints and limitations in available area, inadequacies in arrangement and space due to structural constraints, and inefficiencies in building volume and footprint. Additional issues in the existing building systems exist, including code concerns; fire safety, inaccessibility to the disabled, and aged inefficient mechanical, electrical, and plumbing systems all of which have reached the end of their useful lifespan.

Other benefits of constructing a new building or new addition are evident when considering the enhanced technology, adaptability, and improved energy efficiency that could be designed into a new structure. The existing building limitations and constraints preclude the advantage of designing a building to allow for future adaptability/flexibility and technological upgrades.

Based on the cost analysis summarized within the body of this report, it is estimated that the probable cost of renovation will approach 84% of new construction, due to the poor condition of the existing building. The cost of renovation would approximate the cost of new construction, and the facility would remain compromised in terms of space utilization and flexibility.

## BACKGROUND/PURPOSE

This Assessment reports the exploration of the Campus Center and Trinkle Hall's current condition and the probable requirements for any further major alteration/renovation of the existing building.

## Cost Comparison Data Sheet

College of William and Mary  
Campus Center

Project Name: Glenville State University  
Location: Glenville, West Virginia  
Delivery Method: Design-Bid-Build  
Year Bid: 2004  
**Construction: Renovation**  
**New Sq. Ft: 0**  
**Renov. Sq. Ft: 54,000**  
**Total Sq. Ft: 54,000**

CONSTRUCTION DIVISIONS		Subtotal	Cost/SF	%/Total
01	General Conditions	\$605,251	\$11.21	7.74%
02	Sitework	\$577,698	\$10.70	7.38%
03	Concrete	\$170,489	\$3.16	2.18%
04	Masonry	\$282,964	\$5.24	3.62%
05	Steel	\$905,096	\$16.76	11.57%
06	Carpentry	\$252,486	\$4.68	3.23%
07	Thermal/Moisture	\$434,120	\$8.04	5.55%
08	Doors & Windows	\$478,090	\$8.85	6.11%
09	Finishes	\$791,397	\$14.66	10.12%
10	Specialties	\$62,499	\$1.16	0.80%
11	Equipment	\$10,265	\$0.19	0.13%
12	Furnishings	\$38,360	\$0.71	0.49%
13	Special Const.	\$0	\$0.00	0.00%
14	Conveying	\$51,000	\$0.94	0.65%
15	Mechanical	\$1,784,000	\$33.04	22.80%
16	Electrical	\$1,380,035	\$25.56	17.64%

**TOTAL \$7,823,750 \$144.88 100.00%**

Food Service Equip.: **\$372,000 \$6.89**

Total w/ Food Service Equip.: **\$8,195,750 \$151.77**

Escalation to 2011 (1.29): **\$10,572,518 \$195.79**<sup>1</sup>

Regional Adjustment (0.91): **\$9,620,991 \$178.17**<sup>2</sup>

**Notes:**

1. Escalation Pricing Index per 2011 Edition of RS Means Building Construction Cost Data.
2. Regional Pricing Index per 2011 Edition of RS Means Building Construction Cost Data.



## Cost Comparison Data Sheet

College of William and Mary  
Campus Center

Project Name: University of Vermont  
Location: Burlington, VT  
Delivery Method: Construction Manager  
Year Bid: 2005  
**Construction: New**  
**New Sq. Ft: 221,061**  
**Renov. Sq. Ft: 0**  
**Total Sq. Ft: 221,061**



CONSTRUCTION DIVISIONS	Subtotal	Cost/SF	%/Total
01 General Conditions	\$11,994,688	\$54.26	18.89%
02 Sitework	\$6,411,487	\$29.00	10.10% <sup>2</sup>
03 Concrete	\$4,170,680	\$18.87	6.57%
04 Masonry	\$2,240,874	\$10.14	3.53%
05 Steel	\$5,170,781	\$23.39	8.14%
06 Carpentry	\$1,370,223	\$6.20	2.16%
07 Thermal/Moisture	\$3,804,693	\$17.21	5.99%
08 Doors & Windows	\$2,548,100	\$11.53	4.01%
09 Finishes	\$6,147,352	\$27.81	9.68%
10 Specialties	\$372,404	\$1.68	0.59%
11 Equipment	\$957,305	\$4.33	1.51% <sup>1</sup>
12 Furnishings	\$74,944	\$0.34	0.12%
13 Special Const.	\$60,000	\$0.27	0.09%
14 Conveying	\$642,168	\$2.90	1.01%
15 Mechanical	\$11,255,862	\$50.92	17.73%
16 Electrical	\$6,269,141	\$28.36	9.87%

**TOTAL** **\$63,490,702** **\$287.21** **100.00%**

Food Service Equip.: **\$1,678,883** **\$7.59**  
Total w/ Food Service Equip.: **\$65,169,585** **\$294.80**

Escalation to January 2011 (1.22): **\$79,506,894** **\$359.66**<sup>3</sup>  
Regional Adjustment (1.02): **\$81,097,032** **\$366.85**<sup>4</sup>

### Notes:

Includes 18,890 SF underground loading dock and receiving area.  
Includes 35,256 SF Performing Arts Center

- Does not include \$1,678,883 of food service equipment
- Includes minor selective demolition and relocation of two existing buildings.
- Escalation Pricing Index per 2011 Edition of RS Means Building Construction Cost Data.
- Regional Pricing Index per 2011 Edition of RS Means Building Construction Cost Data.

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## EXISTING SITE ANALYSIS

### GENERAL

The Historic Campus Utilities Improvements project impacts the project site, and would need to be avoided with any new building construction.. The associated work within the west side of the site are complete, however, the east side work has not yet been started.

The College is contemplating renovating the existing building and this will precipitate evaluation of utility infrastructure and compliance with ADA accessibility requirements. If the project adds impervious cover in the form of additional building area or hardscape area, compliance with the Commonwealth of Virginia's Storm Water Management regulations will be required and it is important to note that an update to those regulations is pending.

### UTILITIES

The existing site is currently served by the Campus' water system for domestic needs. The existing building is served by the campus' water system and part of the existing building has a fire suppression system that utilizes the water system as well. The existing building is also currently served by the Campus' sewer system for its wastewater needs. For the purposes of this study, it is assumed that the mainline of both the campus' water system and sewer system are of adequate capacity and in satisfactory condition to serve the renovation and/or redevelopment of this site.

The Historic Campus Utilities Improvements project impacts the project site. The associated work within the west side of the site are complete, however, the east side work has not yet been started.

### GRADING

The existing site will require evaluation of compliance with relevant aspects of current ADA accessibility requirements. Remedy of any deficiencies or provision of new measures associated with the contemplated renovation/redevelopment will need to be included in the project's design.

### PARKING

The existing site appears to share minimal surface parking with adjacent buildings. Evaluation of current ADA accessibility requirements applicable to the contemplated renovation/redevelopment will need to be undertaken as the program advances.

### STORM WATER MANAGEMENT

The site lies outside the 500' Resource Management Area buffer component as defined by the Chesapeake Bay Protection Act, however, if the contemplated renovation/redevelopment exceeds the land disturbance threshold established by the Commonwealth of Virginia's Department of Conservation and Recreation (DCR) the project will be subject to DCR's regulations pertaining to the discharge of stormwater runoff associated with development on prior developed lands (redevelopment). These regulations, which pertain to water quality and water quantity associated with land development, are currently in the process of amendment. If passed, the water quality part will require no net increase in impervious cover and a 10% reduction to the total phosphorous load if the disturbed area is less than one

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(1) acre. If the disturbed area is one (1) acre or more, no net increase in impervious cover and a 20% reduction to the total phosphorous load will be required. If passed, the water quantity part will include requirements for management of post-development peak discharge rate and quantity. Strategies for achieving compliance include disconnection of roof drains, rainwater harvesting for irrigation re-use and/or for toilet flushing, rain gardens, bio-retention, infiltration, green roofs, and permeable pavement. Many of these options are soil sensitive (suitable for only certain soil types) or involve proprietary systems and therefore additional investigation would be needed for validation.

### ADDITIONAL SITE CONSIDERATIONS

Deficiencies in regard to the accessible route into the building are covered under "Accessibility" as part of the Existing Building Analysis. The existing walkways consist of brick pavers, and often such pavers settle or are pushed up by tree roots to create a barrier to the disabled. Such conditions were noted in at least one place, and ongoing repairs are recommended to avoid creating future barriers. However, the paving was generally in good condition.

In some cases, tree limbs overhang walkways at less than 80 inches clear, and should be trimmed back.



### Cost Comparison Data Sheet

WilliamandMary  
Campus Center

Project Name: Valdosta State University  
Location: Valdosta, GA  
Delivery Method: CM Delivery  
Year Bid: 2008  
**Construction: New**  
**New Sq. Ft: 118,699**  
**Renov. Sq. Ft: 0**  
**Total Sq. Ft: 118,699**

CONSTRUCTION DIVISIONS	Subtotal	Cost/SF	%/Total
01 General Conditions	\$5,231,482	\$44.07	15.59%
02 Sitework	\$2,504,533	\$21.10	7.46%
03 Concrete	\$1,448,792	\$12.21	4.32%
04 Masonry	\$1,517,980	\$12.79	4.52%
05 Steel	\$3,729,358	\$31.42	11.11%
06 Carpentry	\$518,421	\$4.37	1.55%
07 Thermal/Moisture	\$3,074,426	\$25.90	9.16%
08 Doors & Windows	\$2,247,233	\$18.93	6.70%
09 Finishes	\$3,839,400	\$32.35	11.44%
10 Specialties	\$380,322	\$3.20	1.13%
11 Equipment	\$824,856	\$6.95	2.46% <sup>1</sup>
12 Furnishings	\$36,321	\$0.31	0.11%
13 Special Const.	\$0	\$0.00	0.00%
14 Conveying	\$291,177	\$2.45	0.87%
15 Mechanical	\$3,958,294	\$33.35	11.80%
16 Electrical	\$3,951,324	\$33.29	11.78%
<b>TOTAL</b>	<b>\$33,553,919</b>	<b>\$282.68</b>	<b>100.00%</b>
Food Service Equip.:	<b>\$650,000</b>	<b>\$5.48</b> <sup>4</sup>	
Total w/ Food Service Equip.:	<b>\$34,203,919</b>	<b>\$288.16</b> <sup>5</sup>	
Escalation to January 2011 (1.02):	<b>\$34,887,997</b>	<b>\$293.92</b> <sup>2</sup>	
Regional Adjustment (1.06):	<b>\$36,981,277</b>	<b>\$311.56</b> <sup>3</sup>	

**Notes:**

1. Does not include \$650,000 of Food Service Equipment. Does include bookstore fit-out
2. Escalation Pricing Index per 2011 Edition of RS Means Building Construction Cost Data.
3. Regional Pricing Index per 2011 Edition of RS Means Building Construction Cost Data.
4. Food Service Package is an estimated value.
5. Costs represent most current data available. Project is under construction as of October 2009.



**Cost Comparison Data Sheet**

College of William and Mary  
Campus Center

Project Name: University of Nevada - Reno  
Location: Reno, NV  
Delivery Method: Design-Bid-Build  
Year Bid: 2006  
**Construction: New**  
**New Sq. Ft: 168,000**  
**Renov. Sq. Ft: 0**  
**Total Sq. Ft: 168,000**



CONSTRUCTION DIVISIONS	Subtotal	Cost/SF	%/Total
01 General Conditions	\$4,997,693	\$29.75	10.97%
02 Sitework	\$2,713,010	\$16.15	5.96% <sup>3</sup>
03 Concrete	\$4,176,174	\$24.86	9.17%
04 Masonry	\$1,807,453	\$10.76	3.97%
05 Steel	\$5,689,705	\$33.87	12.49%
06 Carpentry	\$995,389	\$5.92	2.19%
07 Thermal/Moisture	\$3,090,326	\$18.39	6.79%
08 Doors & Windows	\$1,673,210	\$9.96	3.67%
09 Finishes	\$9,051,882	\$53.88	19.88% <sup>1,2</sup>
10 Specialties	\$265,963	\$1.58	0.58%
11 Equipment	\$88,832	\$0.53	0.20%
12 Furnishings	\$150,696	\$0.90	0.33%
13 Special Const.	\$0	\$0.00	0.00%
14 Conveying	\$402,614	\$2.40	0.88%
15 Mechanical	\$6,252,117	\$37.21	13.73%
16 Electrical	\$4,182,936	\$24.90	9.19%

**TOTAL \$45,538,000 \$271.06 100.00%**

Food Service Equip.: **\$500,000 \$2.98**<sup>1</sup>  
Total w/ Food Service Equip.: **\$46,038,000 \$274.04**<sup>2</sup>

Escalation to 2011 (1.14): **\$52,483,320 \$274.04**<sup>4</sup>  
Regional Adjustment (0.90): **\$47,234,988 \$281.16**<sup>5</sup>

**Notes:**

1. Includes food service equip. for catering only. (3,600 sf) Does not include Food Service Equipment or fit-out at tenant areas. (8,800 sf)
2. Does not include Bookstore fit-out (23,500 sf)
3. Bulk excavation was done by separate contract.
4. Escalation Pricing Index per 2011 Edition of RS Means Building Construction Cost Data.
5. Regional Pricing Index per 2011 Edition of RS Means Building Construction Cost Data.

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**EXISTING BUILDING ANALYSIS**

**OVERVIEW**



**TRINKLE HALL**

Designed by Charles M. Robinson (1867-1932), and built in 1926 around the older (1914) Dining Hall, Trinkle was named in honor of Governor Trinkle, and altered and renovated in 1929, 1943, and 1950. In 1972, the Dining Hall officially closed, and the building has since been used for special functions. Further alterations to Trinkle were made in the 1984 renovation of the Hall, the “Wig Wam,” and the “Pub.”

In practice, the name “Trinkle Hall” is nowadays applied to the large multi-purpose assembly space that was only a portion of the original building - the “Great Hall.” The rest of the building is considered part of the Campus Center. For the purposes of this assessment, we have kept the original structural demarcation.

Though old, the building is not registered with the National Register of Historic Places, and – with the rest of the Campus – is not included in a Historic District. It has undergone so many alterations and renovations that only the exterior and the Great Hall could be considered “historic” in nature.

At least partial asbestos abatement and containment was recommended as part of the 1984 renovation. However, the work included vinyl asbestos tile floor finish and other asbestos-containing-materials. (Refer to the College’s asbestos survey and abatement specifications.)

The building is partially sprinklered. It is generally a bearing masonry structure with wood rafters and steel trusses, concrete floors, and wood framed interior partitions. There are some areas with wood floor and floor structure. Masonry walls are typically uninsulated, while the 1984 renovation did provide insulated roofing just for the lower roofs.



The approximate area of the building is roughly 23,060 gross square feet for the main floor, with another 13,400 square feet in the basement, for a total of about 37,000 square feet. However, little of the basement space is usable due to the low headroom. The single story configuration is inefficient use of prime campus real estate.

The floor-to-floor height is extremely low for the basement, about 9'-8". Ceiling heights vary from 8'-0" to 15'-4" for the building main floor outside the "Great Hall" itself.

Doors installed in the 1984 renovation are primarily 3'-0" x 6'-8". Original doors that remain in use are smaller. The renovation architect may have adopted some of the voluntary ANSI A117.1-1980 provisions for the disabled, but these do not meet ADA guidelines.

**Cost Comparison Data Sheet**  
College of William and Mary  
Campus Center

	University of Nevada - Reno	Valdosta State University	University of Vermont	Glenville State University	Trinity International University	Louisiana State University
<b>Year Bid</b>	<b>2006</b>	<b>2008</b>	<b>2005</b>	<b>2004</b>	<b>2007</b>	<b>2006</b>
Size of Facility (SF)	168,000	118,699	221,061	New - 0 Renovation - 54,000	New - 22,639 Renovation - 18,300	New - 45,419 Renovation - 119,684
Construction	New	New	New	Renovation	Addition/Renov.	Addition/Renov.
Sitework	\$2,713,010	\$2,504,533	\$6,411,487	\$77,698	\$47,621	\$2,821,169
01 General Conditions	\$4,997,693	\$5,231,482	\$11,994,688	\$605,251	\$549,680	\$3,087,802
02 Sitework	Above	Above	Above	Above	Above	Above
03 Concrete	\$4,176,174	\$1,448,792	\$4,170,680	\$170,489	\$249,508	\$526,370
04 Masonry	\$1,807,453	\$1,517,980	\$2,240,874	\$282,964	\$392,160	\$1,049,248
05 Steel	\$5,689,705	\$3,729,358	\$5,170,781	\$905,096	\$683,032	\$1,203,601
06 Carpentry	\$995,389	\$518,421	\$1,370,223	\$252,486	\$275,894	\$356,514
07 Thermal/Moisture	\$3,090,326	\$3,074,426	\$3,804,693	\$434,120	\$669,030	\$547,050
08 Doors & Windows	\$1,673,210	\$2,247,233	\$2,548,100	\$478,090	\$779,702	\$2,422,080
09 Finishes	\$9,051,882	\$3,839,400	\$6,147,352	\$791,397	\$986,318	\$4,062,233
10 Specialties	\$265,963	\$380,322	\$372,404	\$62,499	\$294,078	\$386,208
11 Equipment	\$88,832	\$824,856	\$957,305	\$10,265	\$0	\$3,480
12 Furnishings	\$150,696	\$36,321	\$74,944	\$38,360	\$37,010	\$49,920
13 Special Construction	\$0	\$0	\$60,000	\$0	\$0	\$0
14 Conveying	\$402,614	\$291,177	\$642,168	\$51,000	\$75,000	\$240,000
15 Mechanical	\$6,252,117	\$3,958,294	\$11,255,862	\$1,784,000	\$1,259,336	\$5,783,150
16 Electrical	\$4,182,936	\$3,951,324	\$6,269,141	\$1,380,035	\$625,582	\$5,148,321
Building Cost without Site:	\$42,824,990	\$31,049,386	\$57,079,215	\$7,246,052	\$6,876,330	\$24,865,977
Building Cost/SF:	\$254.91	\$261.58	\$258.21	\$134.19	\$167.97	\$150.61
Food Service Equipment:	\$500,000	\$650,000	\$1,678,883	\$372,000	\$1,225,000	\$3,000,000
<b>Building Cost: Without Site &amp; FS Equip</b>	<b>\$42,824,990</b>	<b>\$31,049,386</b>	<b>\$57,079,215</b>	<b>\$7,246,052</b>	<b>\$6,876,330</b>	<b>\$24,865,977</b>
<b>Escalation Factor:</b>	<b>1.14<sup>1</sup></b>	<b>1.02<sup>1</sup></b>	<b>1.22<sup>1</sup></b>	<b>1.29<sup>1</sup></b>	<b>1.10<sup>1</sup></b>	<b>1.14<sup>1</sup></b>
<b>Regional Adjustment</b>	<b>0.90<sup>2</sup></b>	<b>1.06<sup>2</sup></b>	<b>1.02<sup>2</sup></b>	<b>0.91<sup>2</sup></b>	<b>0.76<sup>2</sup></b>	<b>1.02<sup>2</sup></b>
Escalation to Mid 2011:	\$48,820,489	\$31,670,374	\$69,636,642	\$9,347,407	\$7,563,963	\$28,347,214
Regional Adjustment:	\$43,938,440	\$33,570,596	\$71,029,375	\$8,506,140	\$5,748,612	\$28,914,158
<b>Comparable Cost/SF:</b>	<b>\$261.54</b>	<b>\$282.82</b>	<b>\$321.31</b>	<b>\$157.52</b>	<b>\$140.42</b>	<b>\$175.13</b>

1. Escalation Pricing Index per 2011 Edition of RS Means Building Construction Cost Data  
2. Regional Pricing Index per 2011 Edition of RS Means Building Construction Cost Data.

**PROBABLE COST**

**Conceptual Cost Estimate**

The probable cost values below are based on data provided by WTW Architects from projects of similar type and size. All cost data have been normalized to 2011 values.

New Construction Costs	
University of Reno	\$ 272.00
Valdosta State University	\$ 294.13
University of Vermont	\$ 334.16
<b>Average Comparable Costs/SF (2012)</b>	<b>\$ 300.10</b>
Escalation for the first year *	4%
Escalation for subsequent years (per year)*	5%
January 2014 Construction Start	<b>Average Escalated Comparable Cost/SF (mid-point)</b> \$ 349.02
January 2016 Construction Start	<b>Average Escalated Comparable Cost/SF (mid-point)</b> \$ 384.79
January 2018 Construction Start	<b>Average Escalated Comparable Cost/SF (mid-point)</b> \$ 424.24
January 2020 Construction Start	<b>Average Escalated Comparable Cost/SF (mid-point)</b> \$ 467.72

January 2014 Construction Start  
January 2016 Construction Start  
January 2018 Construction Start  
January 2020 Construction Start

\* Data supplied by the College of William and Mary



**CAMPUS CENTER**

Designed by Walford & Wright<sup>1</sup>, and built in 1958-60, the Campus Center connects directly to Trinkle Hall, and was renovated in 1966 and 1986.

Per the College description, “The Campus Center offers a variety of both educational and recreational programs and services. In addition to the Marketplace dining area, the building provides a candy desk with personal check-cashing service, offices for student organizations, campus publications and the College radio station, a small theater... a large multi-purpose room, a fully-equipped darkroom, the ID Office, and the Watson Assistive Technology Lab for students who are visually impaired. The Campus Center also houses a number of Student Affairs offices, including the Office of the Vice President for Student Affairs, Office of the Dean of Students, Center for Student Diversity, Office of Disability Services, Student Activities Office, and Residence Life.”

The Campus Center fronts onto Jamestown Road, facing the historic Wren Building, the Brafferton, and the “Ancient Campus.”

The building systems have asbestos insulation, making repairs and alterations to piping and ductwork time-consuming and expensive. Asbestos is also likely in original finish materials. (Refer to the College’s asbestos survey and abatement specifications.)

The building is not sprinklered. It is a three level bearing masonry structure with steel trusses and joists, 2-1/2” concrete floors, and CMU interior partitions with some wood framing. Masonry walls and roof are typically uninsulated. The large attic space has thin concrete “floors” at the wings for access to mechanical equipment. The building was originally separated from the Trinkle Hall connector by a 3-hour-rated fire wall, but this appears to have been abandoned at some point.

<sup>1</sup> Interestingly, J. Binford Walford was an architect under Charles M. Robinson, the designer of Trinkle Hall, during that work in 1925-26.

Option D.1	GSF	Cost/SF	Total
Sitework Allowance*			\$ 3,500,000.00
New Construction	131,200	\$ 349.02	\$ 45,791,331.95
Food Service Allowance**			\$ 2,500,000.00
Probable Construction Cost			\$ 51,791,331.95
Soft and Other Costs (35%)			\$ 18,126,966.18
<b>Total Probable Project Cost</b>	<b>131,200</b>	<b>\$ 349.02</b>	<b>\$ 69,918,298.13</b>

January 2014 Construction Start

January 2016 Construction Start	Total Probable Project Cost	131,200	\$ 384.79	\$ 76,659,673.68
January 2018 Construction Start	Total Probable Project Cost	131,200	\$ 424.24	\$ 83,645,527.74
January 2020 Construction Start	Total Probable Project Cost	131,200	\$ 467.72	\$ 91,347,431.83

January 2016 Construction Start  
January 2018 Construction Start  
January 2020 Construction Start

\* Sitework Allowance based on historical data  
\*\*Sitework and Food Service Allowance escalated 5% per year in calculations

Projected cost data from mid-point of 30 month construction period used in all calculations.

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College of William & Mary  
Campus Center



**PROBABLE COST**

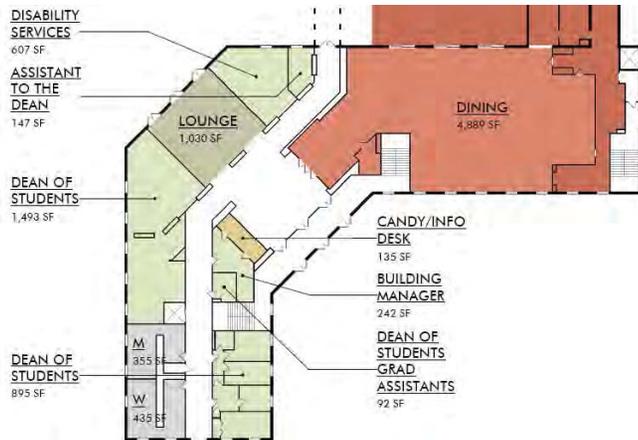
**Introduction**

In developing the conceptual cost estimate, the planning team considered a number of factors. Data was collected from projects completed within the last 5 years from WTW's extensive student center data base and from recent projects completed at the College of William & Mary. The construction cost of each of these projects was escalated to reflect 2012 values and then also regionally adjusted to the south-east Virginia construction market in order to normalize all the pertinent data. The data was then used to establish a probable cost per SF for the new Campus Center in 2012 construction dollars. Finally, the probable costs were additionally escalated in two year increments to provide a reasonable budget expectation for funding and construction of the project sometime in the next several years.

This section of the report includes the probable construction and project costs along with backup cost information.



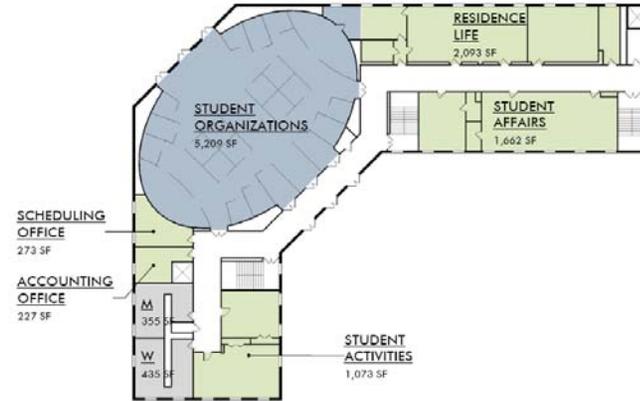
**Basement – Campus Center**



**First Floor – Campus Center**

Probable Cost

Probable Cost



Second Floor – Campus Center

The approximate gross square foot area of the building inside the walls is 15,760 square feet per floor (not counting the connector) for a total gross of 47,280 square feet. The connector to Trinkle Hall adds another 2,330 gross square feet for the first floor level and about 700 gsf of mechanical/electrical space in the Basement.

The floor-to-floor height varies: 13'-4" for the Basement, 14'-0" for the First Floor, 12'-0" to 14'-0" for the Second Floor to the Attic, and lower in the connector.

Selected primary doors are 3'-0" x 6'-8" but there are many under accessible width, including toilet and stair access.

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## ACCESSIBILITY

Both buildings are only marginally and partially accessible. The sole designed accessible route is not pointed out by directional signs at any of the non-accessible entrances. The only existing ramp on that route is curved, which cannot meet ADA guidelines for slopes, with a strangely bent handrail.



The required accessible route does not include accessible toilets, drinking fountains, or public telephone. Toilets marked as accessible do not fully comply with even the older (UFAS) requirements - having a grab bar on only one side, among other issues. Strangely, the designated accessible toilets have power door operators (which are not necessary), but they do not work.



GC	1		Credit 4.3	Low-Emitting Materials—Flooring Systems	1	Specify Low VOC products
GC	1		Credit 4.4	Low-Emitting Materials—Composite Wood and Plywood Products	1	Specify Low VOC products
M	1		Credit 5	Indoor Chemical and Pollutant Source Control	1	Reduce ambient carbon through the use of walk-off mats at entrances, exhaust for rooms containing harmful chemicals or equipment
E	1		Credit 6.1	Controllability of Systems—Lighting	1	Provide individual lighting controls for at least 90% of the building occupants to enable adjustments to suit individual task needs. Also provide adjustability for group spaces
M	1		Credit 6.2	Controllability of Systems—Thermal Comfort	1	Provide individual comfort controls for at least 50% of the building occupants to enable adjustment. Also provide controls for shared multi-occupant spaces
M	1		Credit 7.1	Thermal Comfort—Design	1	Design HVAC to meet ASHRAE 55/55A
M	1		Credit 7.2	Thermal Comfort—Verification	1	Conduct post-occupancy surveys between six and eighteen months after occupancy
A	1		Credit 8.1	Daylight and Views—Design	1	Provide daylight to at least 70% of regularly occupied spaces at a minimum of 20 foot-candles and a maximum of 100 foot-candles
A	1		Credit 8.2	Daylight and Views—Verify	1	Provide a direct line of sight to the outside through glazing to at least 50% of the regularly occupied spaces
<b>6   1   0 Innovation and Design Process 4</b>						
						Notes
			Credit 1.1	Innovation in Design: Recycled Content 30% or greater	1	Achieve 30% or more recycled content for project materials
			Credit 1.2	Innovation in Design: Integrated Pest Management	1	Develop a plan to reduce the use of pesticides and herbicides that are harmful to both humans and the environment
			Credit 1.3	Innovation in Design: Green Housekeeping	1	Create a plan to reduce or eliminate the use of products and products that adversely affect air quality, health, building finishes, and systems, and the environment
			Credit 1.4	Innovation in Design: Educational Outreach	1	Create an educational outreach program using an educational dashboard system, a LEED Case Study Brochure, and/or a signage package displaying information about the sustainable features of the building
			Credit 1.5	Innovation in Design: LEED Accredited Professional	1	
<b>2   2   0 Regional Priority Credits 4</b>						
						Notes
			Credit 1	Regional Priority: SDC 4.4: Nonnative Transportation Parking	1	Regional priority points are in addition to the point earned in each credit category
			Credit 1.2	Regional Priority: VES-1	1	Regional priority points are in addition to the point earned in each credit category
			Credit 1.3	Regional Priority: Specific Credits	1	Regional priority points are in addition to the point earned in each credit category
			Credit 1.4	Regional Priority: Specific Credits	1	Regional priority points are in addition to the point earned in each credit category
			Credit 1.5	Regional Priority: Specific Credits	1	Regional priority points are in addition to the point earned in each credit category
<b>60   18   12 Total 118</b>						
Certified 40 to 49 points Silver 50 to 59 points Gold 60 to 79 points Platinum 80 to 110						

D = Owner, A = Architect, C = Civil, M = Mechanical, E = Electrical, P = Plumbing, CA = Commissioning Agent, GC/CM = General Contractor/Construction Manager, K = Kitchen Consultant, I = Interiors, L = LEED AP



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For a full alteration, it may be necessary to restore the fire wall. This may only involve installing fire doors and taking care of any improper penetrations in the existing 3-hour rated wall.



Calculation for the required number of toilet fixtures based on current code and existing usage shows the existing are more than adequate except for women's water closets. Due to potty parity rules, there should be more women's fixtures than men's, but they actually have fewer than required. All the existing drinking fountains need to be replaced with accessible high and low units.

In several locations, broken wired glass was found; this is a hazard where in public areas and should be replaced.

## ARCHITECTURAL ISSUES

### ENCLOSURE

The existing building is not insulated except for the ceiling of the second floor Campus Center and a small portion of the low roofs on Trinkle. Windows are single pane wood sash, of fixed, operable casement, or double hung style. In many places, the exposed wood's paint is peeling badly and the wood is damaged.

LEED 2009 for New Construction and Major Renovations											
Project Checklist											
<b>18 4 1 Sustainable Sites</b> Possible Points: 26					<b>Materials and Resources, Continued</b>						
Y	7	N	Prereq 1	Construction Activity Pollution Prevention		Y	7	N	Credit 4	Recycled Content	1 to 2
1			Credit 1	Site Selection	1	2			Credit 5	Regional Materials	1 to 2
5			Credit 2	Development Density and Community Connectivity	5	1			Credit 6	Rapidly Renewable Materials	1
1			Credit 3	Brownfield Redevelopment	1	1			Credit 7	Certified Wood	1
6			Credit 4.1	Alternative Transportation—Public Transportation Access	6						
1			Credit 4.2	Alternative Transportation—Bicycle Storage and Changing Rooms	1						
1			Credit 4.3	Alternative Transportation—Low-Emitting and Fuel-Efficient Vehicles	3						
1			Credit 4.4	Alternative Transportation—Parking Capacity	2						
1			Credit 5.1	Site Development—Protect or Restore Habitat	1						
1			Credit 5.2	Site Development—Maximize Open Space	1						
1			Credit 6.1	Stormwater Design—Quantity Control	1						
1			Credit 6.2	Stormwater Design—Quality Control	1						
1			Credit 7.1	Heat Island Effect—Non-roof	1						
1			Credit 7.2	Heat Island Effect—Roof	1						
1			Credit 8	Light Pollution Reduction	1						
<b>6 2 Water Efficiency</b> Possible Points: 10					<b>13 2 Indoor Environmental Quality</b> Possible Points: 15						
Y	4		Prereq 1	Water Use Reduction—20% Reduction		Y	7	N	Prereq 1	Minimum Indoor Air Quality Performance	
4			Credit 1	Water Efficient Landscaping	2 to 4	1			Prereq 2	Environmental Tobacco Smoke (ETS) Control	
2			Credit 2	Innovative Wastewater Technologies	2	1			Credit 1	Outdoor Air Delivery Monitoring	1
2			Credit 3	Water Use Reduction	2 to 4	1			Credit 2	Increased Ventilation	1
<b>17 7 4 Energy and Atmosphere</b> Possible Points: 35					<b>5 1 Innovation and Design Process</b> Possible Points: 6						
Y	Prereq 1	Fundamental Commissioning of Building Energy Systems		Y	5	1			Credit 1.1	Innovation in Design: Specific Title	1
Y	Prereq 2	Minimum Energy Performance		1	1				Credit 1.2	Innovation in Design: Specific Title	1
Y	Prereq 3	Fundamental Refrigerant Management		1 to 7	1				Credit 1.3	Innovation in Design: Specific Title	1
10	5	4	Credit 1	Optimize Energy Performance	1 to 19	1			Credit 1.4	Innovation in Design: Specific Title	1
2			Credit 2	On-Site Renewable Energy	1 to 7	1			Credit 1.5	Innovation in Design: Specific Title	1
2			Credit 3	Enhanced Commissioning	2	1			Credit 2	LEED Accredited Professional	1
2			Credit 4	Enhanced Refrigerant Management	2	1					
3			Credit 5	Measurement and Verification	3	1					
2			Credit 6	Green Power	2	1					
<b>7 2 5 Materials and Resources</b> Possible Points: 14					<b>2 2 Regional Priority Credits</b> Possible Points: 4						
Y	Prereq 1	Storage and Collection of Recyclables		1					Credit 1.1	Regional Priority: Specific Credit	1
3		Building Reuse—Maintain Existing Walls, Floors, and Roof	1 to 3	1					Credit 1.2	Regional Priority: Specific Credit	1
1		Building Reuse—Maintain 50% of Interior Non-Structural Elements	1 to 2	1					Credit 1.3	Regional Priority: Specific Credit	1
2		Construction Waste Management	1 to 2	1					Credit 1.4	Regional Priority: Specific Credit	1
1		Materials Reuse	1 to 2	1							
<b>68 18 12 Total</b> Possible Points: 110											
Certified 40 to 49 points Silver 50 to 59 points Gold 60 to 79 points Platinum 80 to 110											

**PROPOSED CONCEPT**

Number of Plumbing Fixtures (based on number of occupants):

- Water Closets: 23 male, 32 female, including 1 family/unisex unit minimum
- Lavatories: 14 male, 14 female, including 1 family/unisex unit minimum
- Drinking Fountains: 15

Where a path directly connects a seating area to a performance area, a direct accessible route will be provided. Wheelchair seating areas in assembly spaces will be dispersed per ADA standard. 5% of sinks and lavatories will be accessible.



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In the interests of energy efficiency, replacing the windows and doors is desirable, though these would have to be custom units due to the arches in Trinkle. The interior side of the existing masonry walls could be insulated and furred with gypsum board and a vapor barrier.

No roof leaks were found or reported, and the roof is apparently still serviceable. The age of the existing shingles was not ascertained. However, we did note a large section of missing fascia and gutter on the east face of the Trinkle Hall building. Presumably, this open eave may need work.



College of William & Mary  
Campus Center

WILLIAM  
& MARY

## PROPOSED CONCEPT

### Code Review

Requirements are based on the 2009 Virginia Uniform Statewide Building Code and accessibility per 2010 ADA Standards for Accessible Design (ADAAG). The building is designed as:

- VUSBC construction type IIA (protected, non-combustible)
- Mixed use, non-separated
- Occupancies:
  - Assembly (A-2 dining; A-3 auditorium, meeting, multi-purpose)
  - Business (Use Group B)
  - Mercantile (Use Group M)

The building will be equipped with an automatic sprinkler system as required for occupant load and Occupancies, and to obtain the allowable building area required. Allowable areas per floor:

- 15,500 allowed + 31,000 sprinkler increase + up to 11,625 frontage = 58,125 SF

The "courtyard" and other Level 3 openings are considered unenclosed floor openings connecting two stories (VUSBC 708.2 Exception 7), and will be separated from Level 1 by construction equivalent to a 1-hour fire rated shaft enclosure. This separation will also serve to allow unenclosed stairways to serve as means of egress from the uppermost level within the travel distance limitation, which is 250 feet (300 feet where serving B occupancy only).

Fire Resistance Rating of Structural Elements:

- Structural Frame: 1 hour
- Exterior Walls: 1 hour (based on separations of over 10 feet but less than 30 feet)
- Floors and Roof: 1 hour

Where the fire separation distance is 15 feet or more, up to 75% of the exterior wall area can have unprotected openings.

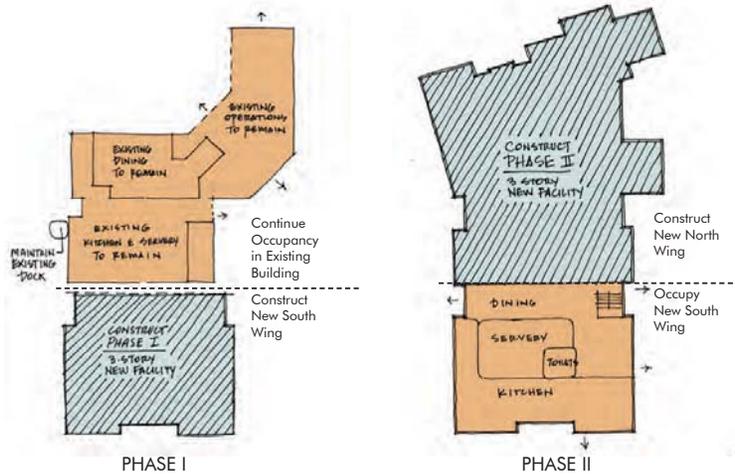
Number of design occupants is roughly as follows, with the minimum number of exits per story:

- Level 1 1069...4 exits
- Level 2 1388...4 exits
- Level 3 1409...4 exits
- Total 3866

**PROPOSED CONCEPT**

**Project Phasing**

The new building will be constructed in two phases with the majority of the new dining operation constructed in phase I. This will allow the existing dining services to remain in operation in its current location while phase I is constructed, then move into the new facility and seamlessly continue its operation while phase II is completed. Other spaces constructed in phase I will provide 'swing space' opportunities that will minimize the need to temporarily relocate existing student life operations to other campus locations while the project is constructed.



**AVAILABLE AREA**

Available floor area in the existing building (gross square feet) is approximately as follows:

Occupiable basement:	15,760 GSF
Occupiable basement, low:	6,280 GSF (low headroom, drop ceilings will not be feasible)
First Floor:	41,150 GSF
<u>Second Floor:</u>	<u>15,760 GSF</u>
Total occupiable floor:	78,950 GSF
(Non-occupiable basement:	7,820 GSF)

Due to the arrangement of the building and existing structure, available usable (net) floor area is currently 63% to 73% of available gross area, excluding circulation, stairs, elevators, toilets, and other unusable space and structure. A full renovation cannot exceed those efficiencies, and would most likely result in less net available area. Approximate net floor area currently available for program use:

Occupiable basement:	10,000 SF
Occupiable basement, low:	4,800 SF (low headroom, limited use)
First Floor:	30,100 SF
<u>Second Floor:</u>	<u>10,537 SF</u>
Total occupiable net SF:	55,437 SF

## STRUCTURAL ISSUES

### TRINKLE HALL

Trinkle Hall was constructed in the late 1920's on the campus of William and Mary. The building is a one story, brick masonry bearing wall structure. We understand that the original building was the large volume space on the South side of the building which was used as a dining hall. The remaining one story building was subsequently added. Trinkle Hall was last renovated in the mid-1980s. During this renovation, a portion of the exterior breezeways on the East and West side was captured as interior space.

### FOUNDATIONS

There were no drawings available to verify foundation conditions. It is anticipated that the existing foundations consist of shallow spread footings. The foundation walls are constructed of CMU and brick.

### EXTERIOR BEARING WALLS

The existing bearing walls consist of CMU and brick construction. The lintels at the exterior of the building are true masonry arched openings with a keystone at the top of the openings.

### FLOOR STRUCTURE

The first floor consists of several different types of construction. The original dining hall area and the central portion of the building is constructed of concrete slabs supported on bearing walls and steel beams. The north-west corner is a concrete slab on grade. The floors on the majority of the east and west side consists of wood joists and plywood deck.

### ROOF STRUCTURE

The roof framing is a mixture of steel and wood framing. The primary supporting members consist of steel beams and trusses. The secondary framing consists of wood joists and rafters. Most of the framing is not exposed to view, making visual verification of their condition difficult. However, the roof framing elements that were visible were in good condition.

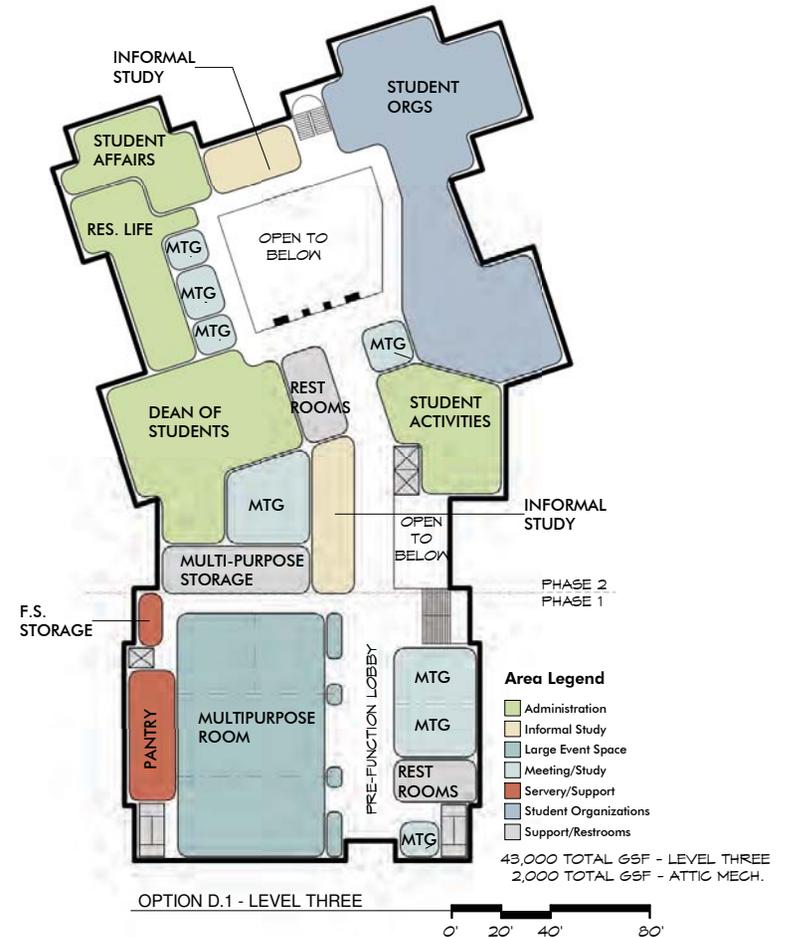
### CONCLUSIONS

The existing Trinkle Hall structure is relatively good condition. However, there are several issues to consider while proposing a renovation. These issues are as follows:

- The existing roof framing is supported the existing bearing walls. Therefore, any renovations would be limited to the existing floor plan. Deviations from the existing floor pan will require expensive structural modifications to re-support the roof at current bearing wall locations. These modifications may also require new steel columns that penetrate through the basement. Efforts to open up the basement level will be extremely difficult because of the low ceiling level.
- Complicating matters is the fact that the existing building has been renovated and expanded several times in the past. In these efforts, original openings were infilled and new openings were cut into the masonry. With each modification, the load path was altered and the overall structure

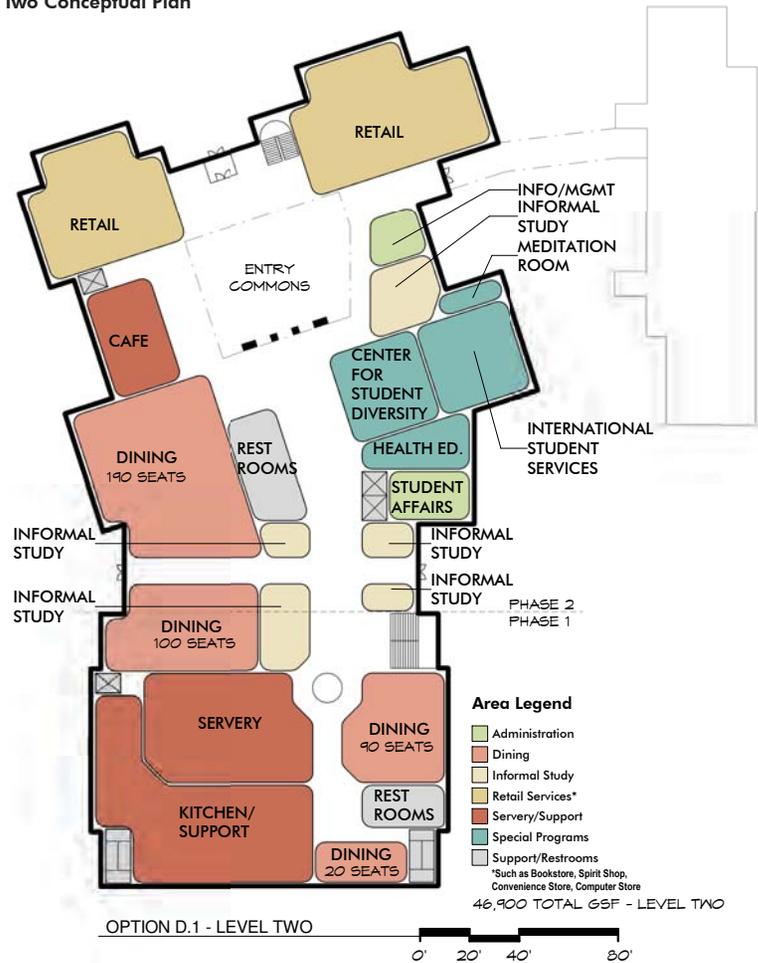
## PROPOSED CONCEPT

### Level Three Conceptual Plan



**PROPOSED CONCEPT**

**Level Two Conceptual Plan**



degraded to some degree. Altering the load path again could result in further degradation that may necessitate major structural retrofit.

- The exterior wall is solid masonry construction. This does not allow for an insulated cavity or a vapor barrier that is exterior to the building.



Photograph 1 - Large volume space that was originally used as a dining hall. The primary members of the roof framing consist of steel peaked trusses with a curved bottom chord and we anticipate the secondary framing consists of wood joists and decking.

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Photograph 2 – Roof framing in the central atrium of Trinkle Hall. In this photograph the primary roof supporting element is a steel truss, while the secondary framing consists of wood joists.



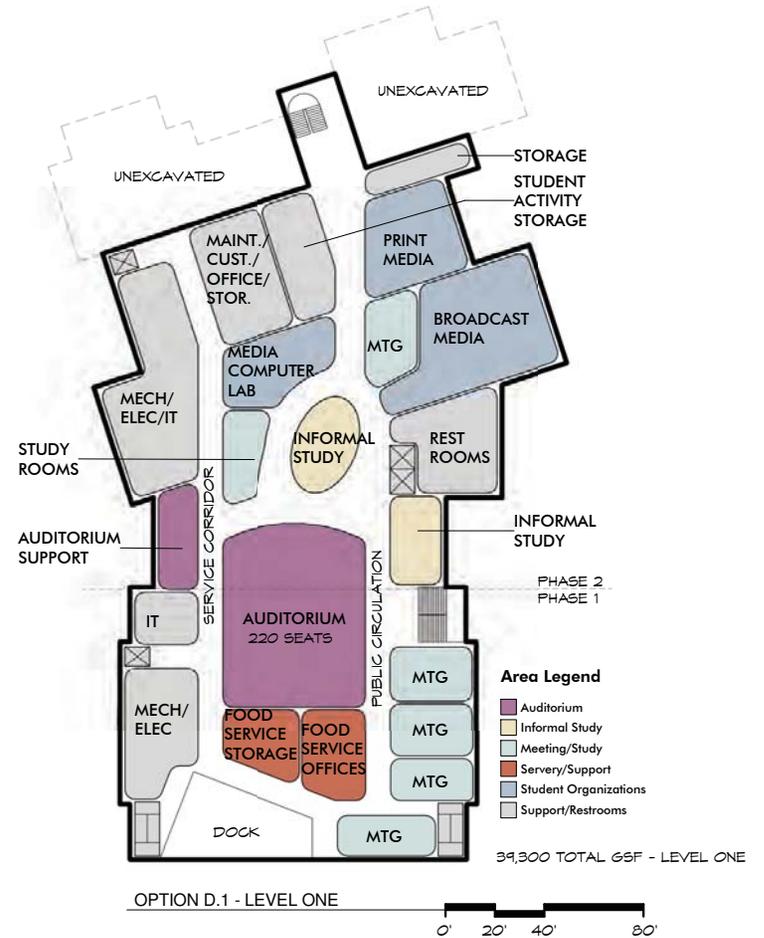
Photograph 3 Photograph 3 illustrates the corroded condition of the structural steel that supports the floor system in the central portion of the building.

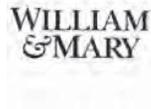
College of William & Mary  
Campus Center



PROPOSED CONCEPT

Level One Conceptual Plan





## PROPOSED CONCEPT

### Exterior Walkways, Patios and Gardens

The project envisions a series of curvilinear walkways and patios along the east side of the proposed facility, similar to this sketch from one of the preliminary studies for the project. An international garden is planned adjacent to the International Students and Scholarship Program office just east of the main lobby.



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## CAMPUS CENTER

The Campus Center was constructed in 1958 on the campus of William and Mary. The building is a two story building with a full basement. The structure consists of CMU-brick composite masonry bearing walls at the exterior and steel columns and beams at the interior.

## FOUNDATIONS

The foundation of the Campus Center consists of a 20" thick mat slab system that also serves as the footings for the reinforced concrete retaining walls. The mat slab is thickened at the column locations.

## EXTERIOR BEARING WALLS

The existing bearing walls consist of CMU and brick composite wall construction around the exterior of the building. The walls support the first and second floors as well as the roof.

## FLOOR STRUCTURE

The first and second floor framing is constructed of steel beams and steel joists supporting a 2 1/2" concrete slab on metal deck. A portion of the first floor on the South side of the Campus Center consists of a 9" reinforced concrete slab.

## ROOF STRUCTURE

The roof framing consists of structural steel beams rafters supported on a system of steel beams. Two large trusses the roof across a large space that used to be a ballroom. These trusses span from exterior wall to exterior wall. The roof itself is constructed of "nailable" precast concrete planks.

## CONCLUSIONS

The existing structure is in good condition. However, there are several issues to consider while proposing a renovation. These issues are as follows:

- Any future renovation is limited to the existing column layout. The existing columns are relatively close together in the central portion of the building. These columns were located on either side of a double loaded hallway. This layout could impact the flexibility of any future space program.
- The first floor of the Campus Center is utilized as a dining area that is supported by a kitchen and cafeteria that is located in the adjacent Trinkle Hall. This could present several phasing issues during a renovation.
- The exterior wall is solid masonry construction. This does not allow for an insulated cavity or a vapor barrier that is exterior to the building.

PROPOSED CONCEPT



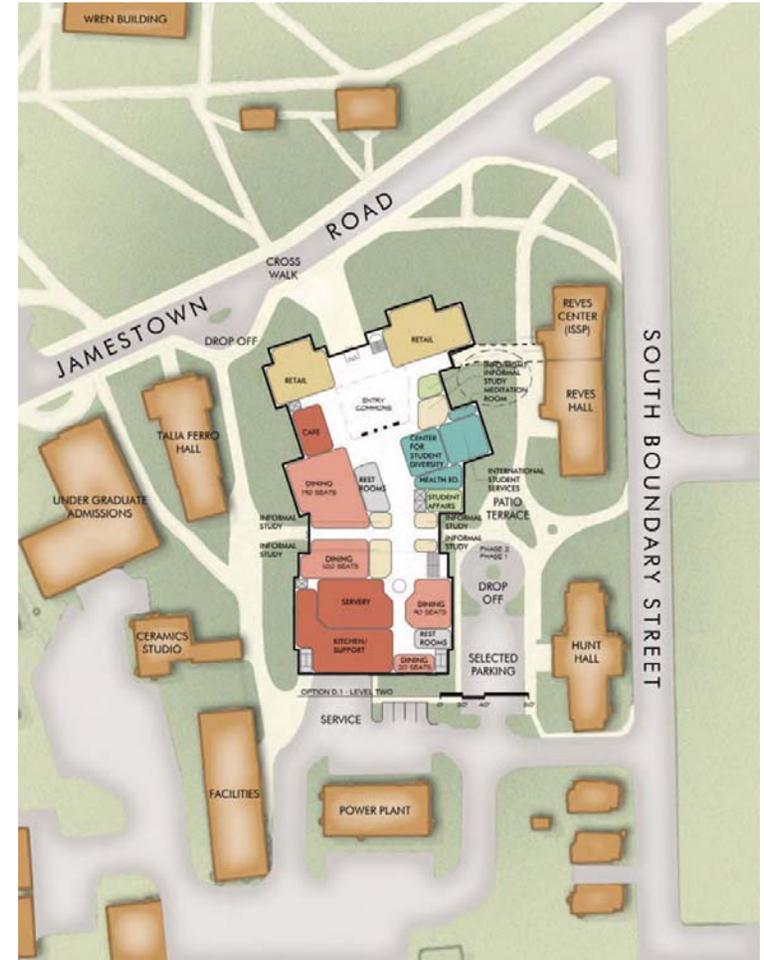
Photograph 4 – This photograph illustrates the bearing condition at the eve of the Campus Center building.

**GENERAL ASSESSMENT**

The existing Trinkle Hall structure is relatively good condition. However, there are several issues to consider while proposing a renovation:

The existing roof framing is supported the existing bearing walls. Therefore, any renovations would be limited to the existing floor plan. Deviations from the existing floor pan will require expensive structural modifications to re-support the roof at current bearing wall locations. These modifications may also require new steel columns that penetrate through the basement. Efforts to open up the basement level will be extremely difficult because of the low ceiling level.

Complicating matters is the fact that the existing building has been renovated and expanded several times in the past. In these efforts, original openings were infilled and new openings were cut into the masonry. With each modification, the load path was altered and the overall structure degraded to some degree. Altering the load path again could result in further degradation that may necessitate major structural retrofit.



**PROPOSED CONCEPT**

**Courtyard Atrium - A New Front Door for the College**

The interior of the building is planned around a public courtyard/atrium that will provide the opportunity for an abundance of daylight within the facility through skylighting and vertical glazing. This courtyard/atrium will also serve as the main lobby and public gathering space of the new facility. It will feature a new spirit shop, a student coffeehouse, lounge space, and a rebuilt replica of the 1926 entrance facade of Trinkle Hall which was considered by many as the 'original student center' for the college. It will be WOW space of the proposed facility and become a key arrival point/recruitment feature for campus visitors and college tours.



Proposed main lobby with the Trinkle Hall replica facade at the right

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The exterior wall is solid masonry construction. This does not allow for an insulated cavity or a vapor barrier that is exterior to the building.

**CAMPUS CENTER**

The Campus Center was constructed in 1958. The building is a two story building with a full basement. The structure consists of CMU-brick composite masonry bearing walls at the exterior and steel columns and beams at the interior.

The foundation of the Campus Center consists of a 20-inch-thick mat slab system that also serves as the footing for the reinforced concrete retaining walls. The mat slab is thickened at the column locations.

The first and second floor framing is constructed of steel beams and steel joists supporting a 2 1/2" concrete slab on metal deck. A portion of the first floor on the South side of the Campus Center consists of a 9" reinforced concrete slab.

The roof framing consists of structural steel beams rafters supported on a system of steel beams. Two large trusses the roof across a large space that used to be a ballroom. These trusses span from exterior wall to exterior wall. The roof itself is constructed of "nailable" precast concrete planks.



Photograph 4 – This photograph illustrates the bearing condition at the eve of the Campus Center building.

**GENERAL ASSESSMENT**

The existing Campus Center structure is in good condition. However, there are several issues to consider while proposing a renovation:

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Any future renovation is limited to the existing column layout. The existing columns are relatively close together in the central portion of the building. These columns were located on either side of a double loaded hallway. This layout could impact the flexibility of any future space program.

The first floor of the Campus Center is utilized as a dining area that is supported by a kitchen and cafeteria that is located in the adjacent Trinkle Hall. This could present several phasing issues during a renovation.

The exterior wall is solid masonry construction. This does not allow for an insulated cavity or a vapor barrier that is exterior to the building.

## College of William & Mary Campus Center

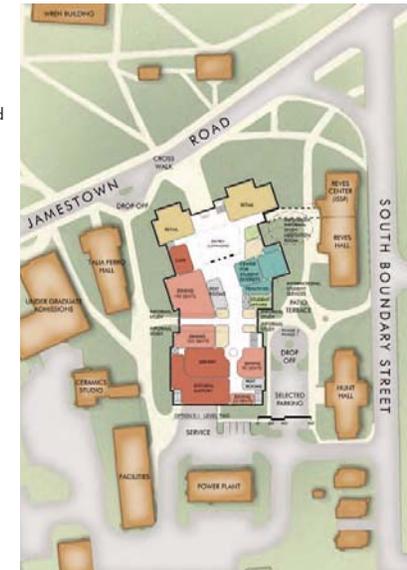


### PROPOSED CONCEPT

#### Site Opportunities

The proposed Campus Center facility will be approximately 130,000 gsf in size with its signature entrance along Jamestown Road. Other pedestrian entrances are also planned on the east and west sides of the building. New service docks will be located on the south side of the proposed facility (facing the power plant) separate from pedestrian traffic.

The site design anticipates the preservation of several existing mature trees. Green spaces will include new landscaping, gardens, pedestrian plazas and walkways that seamlessly connect the new building with its campus neighborhood. Both active and passive outdoor spaces are planned.



The proposed facility will dynamically engage pedestrians while segregating service deliveries and parking.



Many existing site features, including walkways and landscaping must be replaced or enhanced.

## PROPOSED CONCEPT

### Introduction

The planning team worked interactively with the building committee to examine various concepts before arriving at a 'preferred' design concept for the project. To explore a broad range of options, seven preliminary concepts developed and one final concept was reviewed and refined. The proposed design concept for the project is illustrated in this section of the report along with the following documentation:

- Conceptual Site Plan
- Conceptual Floor Plans
- Sketch Renderings
- Potential Phasing
- Preliminary Code Analysis
- Potential LEED Checklist

The final proposed design concept was selected for its contextual rhythm and scale that complements neighboring buildings such as Talia Ferro and Reves Hall. The proposed building exterior will incorporate the early Georgian architectural style of the college.



Proposed view from Jamestown Road

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## MECHANICAL ISSUES

### EXISTING HVAC SYSTEMS

The Campus of William and Mary provides utilities to the existing Campus Center Building and Trinkle Hall. These services include 42°F Chilled water and Steam, with condensate pumped back by way of duplex receivers. Services are brought in from the underground tunnel network to Mechanical Rooms for distribution.



The Mechanical room located near the Southwest corner of Trinkle Hall serves not only that building, but also extends service piping east through the building to Hunt Hall. Any future modifications to Trinkle Hall and these associated systems will have an impact on distribution to Hunt Hall.



Campus steam goes through a pressure reducing station in both Trinkle Hall and the Campus Center Building. The PRV station is located in the previously mentioned southwest Trinkle Hall Mechanical room and in the west Mechanical room of the Campus Center basement. The valving arrangement is typical, with a one-third capacity valve, a two-thirds capacity valve and a manual bypass.



### HVAC SYSTEMS AND DISTRIBUTION

Air distribution throughout Trinkle Hall is accomplished by several indoor air-handling units. Airflow is constant volume and is typically in a Single Zone arrangement. Each air handler is controlled off one thermostat and no zone control is present. Airflow is delivered overhead from diffusers with either concealed or exposed ductwork.



The air distribution throughout the Campus Center Building has increased comfort and efficiency, with several multi-zone air-handling units located within the attic. Each air-handling unit is provided with low-pressure steam for heating and chilled water for cooling. Zone dampers are located downstream of the unit and provide independent “turn-down” of the airflow to each thermostatic zone. Several units also contain hot water reheat, providing a better level of comfort control.



Access to mechanical units is difficult throughout Trinkle Hall. In many cases, a small access panel is the only way to get to a unit. In addition, the units are often located in congested areas making maintenance a further difficulty.



### Proposed Concept



**PROPOSED PROGRAM**

**Program Benchmarks**

Component	Program D	National Average 90 Facilities
Food Service	20,000	26,076
Large Event Space	8,300	9,968
Conference/Meeting Rooms	6,000	9,942
Spirit Shop	3,000	4,400
Auditorium	4,200	5,217*
Lounge Space	6,500	6,445
Student Organizations	13,200	8,419
Administrative	11,500	8,841

\* Average for the 53 facilities that have a theater/auditorium



DRAFT

The basement of the Trinkle Hall Building houses most of the equipment serving the occupied spaces. Air handling units, distribution piping, and controls are in very congested areas. Much of the basement is converted space from crawlspace, which makes unit maintenance very difficult. In addition, the basement shows obvious signs of flooding. The only exception is the relatively new heat pump unit serving the Archeology area at the south end of the basement.



**HVAC EQUIPMENT AND CONTROLS**

Overall, the equipment within Trinkle Hall and the Campus Center Building is beyond its useful life. It was noted that the Facilities and Maintenance staff have been trying to keep much of the equipment operational, but the air handlers in particular have exceeded their life expectancy and continue to periodically fail. An example is the use of the Trinkle Hall large Multi-purpose room equipped with a theater screen. When there is a student event, the air handler must be shutdown due to the noise of the unit, which means no cooling, heating, or proper ventilation during the presentation.



The Campus Center multi-zone air handlers are easier to access and have been better maintained. Again, the units are beyond their useful life, as are the general exhaust fans and steam to hot water heat exchanger.



DRAFT

The steam systems, including the associated condensate components, are all beyond their useful life. Much of the distribution of the steam and hydronic systems contains damaged insulation, rusty valves and piping, and gauges that are difficult to read.



Of the existing equipment, the two newer Trinkle Hall chilled water pumps and the one newer chilled water pump in the Campus Center Building are in good shape and seem to be installed to allow access for servicing.



The current building controls are based around Siemens with a predominantly pneumatic infrastructure. The Temperature Controls air compressor is beyond its useful life, but has been keeping up with demand.

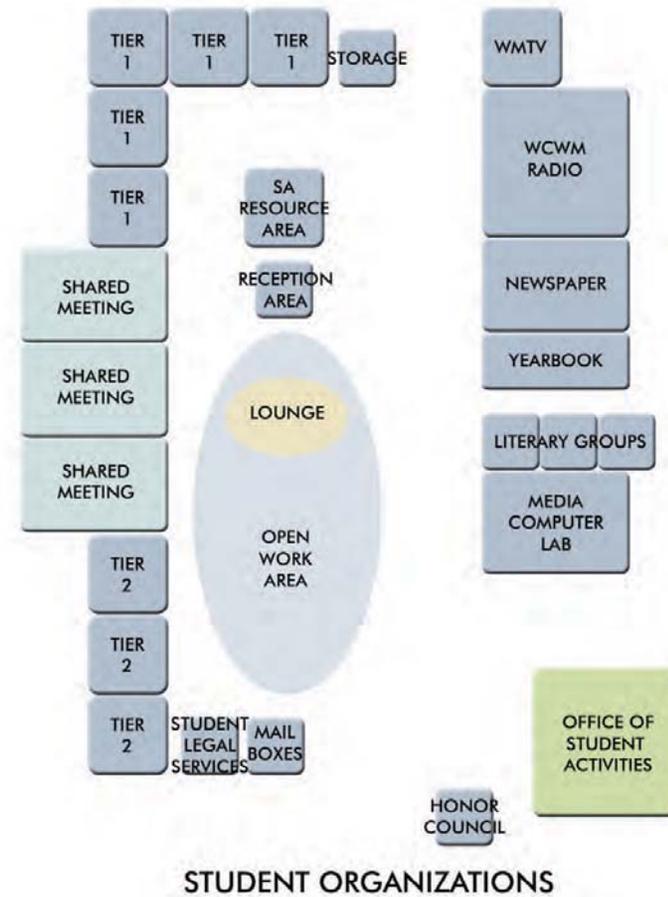


College of William & Mary  
Campus Center



### PROPOSED PROGRAM

#### Adjacency Diagrams

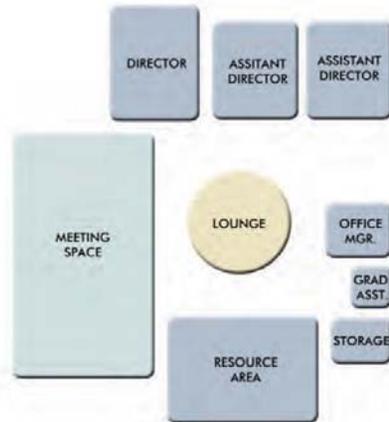


**PROPOSED PROGRAM**

**Adjacency Diagrams**



**STUDENT ACTIVITIES**



**CENTER FOR STUDENT DIVERSITY**

**REPLACEMENT SYSTEMS**

Renovating the mechanical systems would entail complete removal and replacement of all piping, controls, and equipment within the building. Existing campus utilities will be reused with modifications as necessary to meet the needs of the new heating and cooling loads.

All new mechanical systems proposed for this building will be designed in accordance with the Virginia Uniform Statewide Building Code (VUSBC), 2009 edition, including all referenced Model Codes and Standards. Strategies for sustainable design and LEED® will be considered during the replacement of the systems.

Similar to the current arrangement, chilled water will be pumped throughout the building. In addition, campus steam will be used as appropriate after a new pressure reducing station. Steam will also be converted to heating hot water for use with perimeter heating devices and zone-level reheat.

New air handlers will be variable volume with zone level terminal units equipped with reheat coils. Air handlers will be equipped with chilled water coils, heating coils, economizer, and new controls. Ventilation rates will be provided in accordance with the latest ASHRAE 62.1 requirements.

Any renovation to the system needs to include an upgrade to fully digital controls including a new front end and integration for Central Facilities/Plant monitoring and operation.

## FIRE PROTECTION ISSUES

### SPRINKLER SYSTEM

#### GENERAL

Trinkle hall underwent a retrofit in the early 1980s and installed an automatic dry sprinkler system and kitchen foam system for grease hazards. The automatic sprinkler system does not extend to the basement of Trinkle Hall. Campus center has no fire protection system. If the sprinkler system is expanded to serve the entire building, then a fire pump may be required to provide the necessary water pressure.

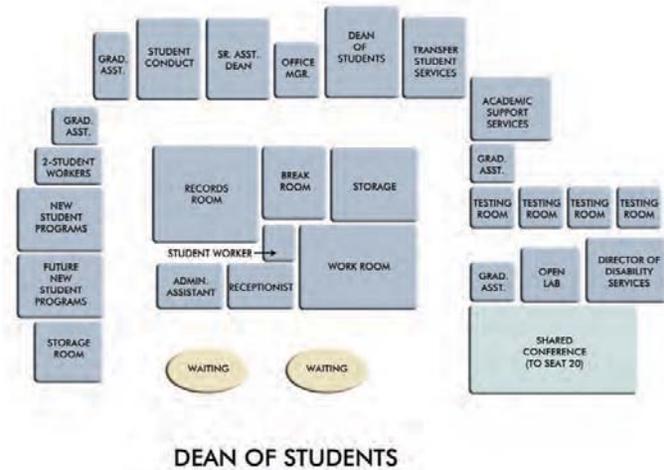
#### TRINKLE HALL

The existing building is supplied with a dry sprinkler system for the main floor and attic only. The basement doesn't have fire protection other than the fire protection valve room. The system is approximately 30 yrs old and was installed without a post indicating valve and backflow prevention device. Microbiologically Influence corrosion (MIC) has been a problem on site requiring replacement of pipe sections and frequent testing of the system to monitor the MIC activity. The use of this system in this application requires an unnecessary high cost for maintenance. Currently sprinkler piping above the auditorium area is not capable of maintenance due to unsafe access on aging structural joists. Sprinkler installation has not been maintained with escutcheon plates as seen in the café area photo. Tests drain locations to the exterior exit at 7'-0"± elevation next to doorway. This would potentially spray pedestrian traffic exiting the building. The supply piping to the building would need to be reconfigured to comply with current standards by installing a post indicating valve and backflow prevention device. A wet system is recommended for the protection of the building. It can be maintained above freezing in the attic by tenting of batting insulation over the piping to ensure freezing doesn't occur. The testing and maintenance requirements of a wet vs. dry system are much less. MIC dramatically decreases with filled piping as the oxygen is lessened limiting biological growth within the pipe. The current fire protection system should be removed as the water supply is not to current standards and the existing pipe is aged and compromised by MIC.



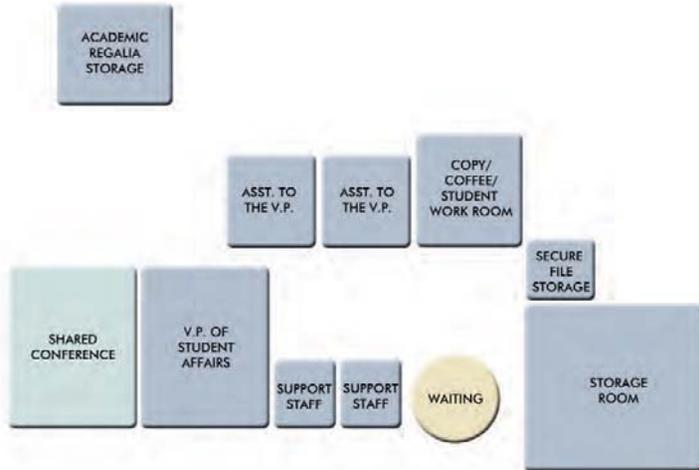
### PROPOSED PROGRAM

#### Adjacency Diagrams

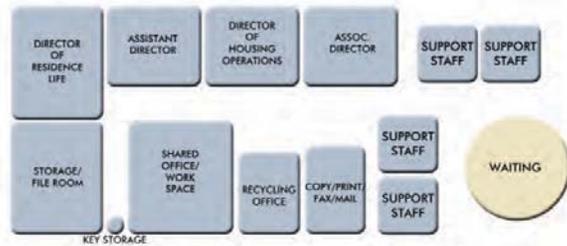


**PROPOSED PROGRAM**

**Adjacency Diagrams**



**STUDENT AFFAIRS**



**RESIDENCE LIFE**

The kitchen is fully sprinklered (including the freezer) except for one room. The cooler was excluded from sprinkler coverage for an unknown reason. There are several specialized systems for the cooking equipment. The oldest installation of these systems appears to be out of date with the current equipment used in conjunction with the exhaust hood. Nozzle placement and the oven and deep fryers are not consistent with industry standards. The manual activation device is not clearly indicating its function as required by NFPA. Also the location of the fire extinguisher located behind fryer equipment is not compliant with the intent of NFPA 10. The extinguisher has no placard conspicuously placed denoting its use as required by NFPA 96. A recent inspection tag for the hood system was not found on this particular system and is required every six months. Without tag alarm and fuel shut off requirements per NFPA could not be determined as compliant. It would be advised to reevaluate the current equipment under the fume hood and inspect the system against NFPA for compliance. Redesign and installation is recommended in this application.



The basement area is used for storage and office areas. Neither spot detection nor fire suppression is provided in these occupied spaces. Construction of the basement is typically solid brick wall however penetrations are not consistent made with fire stop materials throughout the building. A previous fire was reported to have spread via an unrated or abandoned penetration causing damage. There are occupied areas by staff. Current notification appliances, electric bell, are the only life safety provided. Our recommendation is to extend automatic fire suppression and detection in these areas.



**CAMPUS CENTER**

The existing building has no fire suppression system. The building is separated from Trinkle Hall at the café/dining area. Fire shutters separate the two facilities. The fire shutters are currently covered in the dining area with valances, which may inhibit their function. No recent tests on the shutters were noted. It is uncertain if they are commissioned. The fire shutter found in the kitchen/back of house area appears to be painted in position. Our recommendation is to provide fire and life safety systems in Campus Center inclusive of a fire protection system. Fire shutters between the two facilities should be tested and re-commissioned if found not to function per current life safety standards.

**FIRE ALARM SYSTEM**

The existing fire detection and alarm system in the Trinkle Hall Building is of the conventional zoned type. The detection and annunciation device layout does not meet current NFPA 72 standards. The audible bell devices lack the visual alarm component required by the Americans with Disabilities Act (ADA).



The Fire Alarm Control Panel is an older Faraday 7800 panel that will be difficult to upgrade to maintain code compliance. The zone of the alarmed device is indicated at the control panel, with no distinction between the types of devices that are in alarm. For example, all of the kitchen hood alarms are on a single zone. This is in contrast to a more modern addressable system, in which each initiating device is individual monitored by the system.

**PLUMBING ISSUES**

**FIXTURES**

Plumbing fixtures are aged beyond reasonable maintenance capabilities. Based on the age, the flush valve water closets use 3.5 gallon per flush. The tank type water closets are also using 3.5 gallons per flush. Lavatories are also in need of replacement. In numerous cases the fixtures were either permanently stained for chemical makeup of the water or the enamel had worn off the fixture, exposing the cast iron. It was observed in several cases the ADA lavatories were not provided in the toilet room. The trap and water supplies did not have protective covering per the ADA requirements (IPC section 404.1) Accessible Plumbing Fixtures and the Americans with Disabilities Act accessibility guidelines ADAAG. Faucets vary throughout the building. All the faucets are also of an age and style which do not meet current water conservation efforts. Very few of plumbing fixtures, faucets or flush valves appears to be in conditions for viable salvage.



College of William & Mary  
University Center Transformation  
12/20/2011  
Moseley/WTW Architects

**Program Data Sheet**

Group Code: 13.7

Room Name: General Storage

Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Purpose or Use: A room for general building storage

Occupancy: Storage only

**Outline Description**

Proposed ASF\*

- A. General Storage to include:
- Open shelving?

1,000

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_

Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: \_\_\_\_\_

Lighting Requirements:  Normal  Other: \_\_\_\_\_

Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_

(identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_

Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements:

Pair of 3'-0" doors ?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

Loading Dock?

\* ASF = Assignable Square Feet  
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**Program Data Sheet**

Room Name: Recycling Group Code: 13.6  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A room to store trash containers for recycling  
 Occupancy: Storage only

**Outline Description**

Proposed ASF\*

- A. Recycling area to include:
- Space for (quantity?) trash containers

350

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: Sealed concrete with sealed rubber base  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: FRP  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: Separate return  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: Floor drain?  
Pair of 3'-0" doors  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Loading Dock

DRAFT

**PIPING SYSTEMS**

Most piping in the building appears to be original. Without an internal inspection it is difficult to determine the actual condition and life of the piping systems. Numerous locations the cast iron drainage pipe has been replaced with plastic pipe. The broken piping was abandoned in place. In some cases pipes were broken pipe was not repaired leaving the open pipe in the room. The exposed opening would allow sewer gas to enter the space. The water service enters at the ceiling at basement level under, Trinkle Hall and extends to the Campus Center. The main water service is not protected by a backflow preventer. It is our opinion that none of the existing piping is reusable.



All roof areas are sheet flowing to exterior gutters and downspouts. There is no interior roof drainage system present. All exterior copper downspouts were piped into a concrete underground drainage system. Drains from the window well were also connected to the storm water system. It was observed that the drains were partially covered with leaves which impede the flow of the rainwater. In one case a new drain top had been installed on the existing drain. The top of the drain was 4" above the surface of the window well. This means the window well will hold 4" of water before any rainwater will drain.



\* ASF = Assignable Square Feet  
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DRAFT

### PLUMBING EQUIPMENT

Plumbing equipment includes a sump pump, and a steam-to-water Water Heater. The sump pump is a small utility pump. The sump collects condensate from the mechanical equipment in the basement level and pumps the discharge via, what appears to be a garden hose, into a trapped open site drain. This drain is connected to the sanitary sewer. It was reported the sump pumps operational. The garden hose discharge is not recommended for this use.



### GAS SYSTEM

Natural gas is provided at the site by Virginia Natural Gas. The gas is provided to the two tenants Chic-Fil-A and Grill Works. The gas serves the grills and fryers. The main kitchen equipment is all-electric, including the ovens, fryers, grills, etc. This equipment should be utilizing the natural gas available, to reduce operating cost.



College of William & Mary  
University Center Transformation  
12/20/2011  
Moseley/WTW Architects

### Program Data Sheet

Group Code: 13.5

Room Name: Environmental Health & Safety (EH&S)

Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Purpose or Use: A storage area for EH&S equipment and fire extinguisher inventory

Occupancy: Storage only

### Outline Description

Proposed ASF\*

A. EH&S area to include:

- (Quantity?) fire extinguishers
- Storage for larger pieces of equipment to include:
  - Portable local exhaust (dual snorkel) units
  - Mercury vacuums
  - Laser curtains
  - CERT equipment backpacks
- Storage for (quantity?) empty 55 gallon drums for waste disposal
- Satellite accumulation area for lead-based paint collection

0

### Basic Architectural Requirements (check all that apply):

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: Sealed concrete?

Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: Temperature controlled

Lighting Requirements:  Normal  Other: \_\_\_\_\_

Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_

(identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_

comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: Secure room with lockable door

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

**Program Data Sheet**

Group Code: 13.4

Room Name: Receiving / Loading Dock

Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Purpose or Use: Loading dock to support the service of the building

Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

A. Loading Dock to include:

- 4 - 5 bays
- Power / dock leveler
- Dock bumpers?
- 20 cubic yard compactor
- Grease disposal system / drums
- Food pulper

\_\_\_\_\_  
 1,200

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: Concrete

Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: \_\_\_\_\_

Lighting Requirements:  Normal  Other: \_\_\_\_\_

Power Requirements:  Normal  Other: Power for leveler, compactor and pulper

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_

(identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_

comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\_\_\_\_\_

DRAFT

**KITCHEN EQUIPMENT**

The kitchen equipment is also showing its age. As stated above the cooking equipments fuel source is electric. The disposer is showing rust on the casing and show be marked for future replacement.



The men and women's toilet rooms serving the kitchen employees looked run down and the fixtures need to be refurbished. The lavatories are permanently stained. The faucet was leaking.



\* ASF = Assignable Square Feet  
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DRAFT

### REPLACEMENT SYSTEMS

Renovating the plumbing systems would entail complete removal and replacement of all piping, fixtures, and equipment within the building. Existing underground sewer piping would require video inspection to ascertain the condition.

All new plumbing systems proposed for this building will be designed in accordance with the Virginia Uniform Statewide Building Code (VUSBC), 2009 edition, including all referenced Model Codes and Standards.

The domestic water will be protected by a reduced pressure zone back flow preventer at the point of entry to the building to protect the campus water system. The domestic water will serve the toilet room fixtures, janitor's sinks, water heater and food service. Wall hydrants will be located around the building with a maximum spacing of 100 feet.

Domestic hot water will be generated by a duplex steam to hot water heat exchanger with an insulated, jacketed hot water storage tank. Water will be stored at 140° F, distributed to the janitor's sinks, and blended to 110° F to serve the lavatories. A circulated hot water return line and pump will be included as part of the domestic hot water system to maintain the design temperature.

Replacement plumbing fixtures will meet or exceed the water efficiency ratings outlined in LEED. Other water saving measures such as rainwater harvesting and grey water systems should be considered based on the universities desire for Green Building acknowledgment.

College of William & Mary  
University Center Transformation  
12/20/2011  
Moseley/WTW Architects

### Program Data Sheet

Group Code: 13.34

Room Name: Chemical Storage

Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Purpose or Use: \_\_\_\_\_

Occupancy: \_\_\_\_\_

### Outline Description

Proposed ASF\*

- A. Chemical Storage to include:
  - (Quantity?) open metal shelving

100

### Basic Architectural Requirements (check all that apply):

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_

Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: Zoned HVAC and separate return

Lighting Requirements:  Normal  Other: \_\_\_\_\_

Power Requirements:  Normal  Other: Power as required for chemical mixing equipment?

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_

(identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_

comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

**Program Data Sheet**

Room Name: Custodial Office Group Code: 13.33  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A private office for custodial employee  
 Occupancy: One employee

**Outline Description**

Proposed ASF\*

- A. Custodial Office to include:
- One (1) workstation with computer
  - Task chair
  - File/Storage cabinet?

100

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Custodial Lounge/Break Room

DRAFT

**ELECTRICAL AND TELECOMMUNICATION ISSUES**

**ELECTRICAL DISTRIBUTION**

The existing facility's utility service is delivered from a Dominion Virginia Power pad-mounted transformer with utility metering, located outside the south end of the building. Based on discussions with William and Mary Facilities personnel, the 750 kVA utility transformer feeds an exterior service cabinet and wireway on the exterior wall. This wireway then feeds a site sector box adjacent to the transformer before entering the building below grade. This sector box then feeds the main switchgear inside the building.



The main panelboard is located in the lower floor receiving area at the southeast end of Trinkle Hall. The main panelboard is an older Gould-ITE panelboard rated for 2500 amps, 208/120 volt, three-phase, four-wire. The main panelboard consists of three sections: a 2500A main breaker section, a 2500A distribution section, and a 1600A distribution section. The main breaker is rated at 2500 amps. The distribution sections feed various electrical panels and equipment throughout the Trinkle Hall building including the following:

- Kitchen Panels KP1, KP2 and KP3
- Motor Control Center (MCC)
- Panels R1, L1, L2, PPS and LPB
- AC
- Band
- Pub Panel
- SCHWP's
- Two spare breakers formerly feeding Hunt and Tyler Hall.

This main panelboard is approaching its end of life and will be difficult to find replacement circuit breakers for future upgrades.

\* ASF = Assignable Square Feet  
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DRAFT

The adjacent Campus Center building has a separate electric service in a basement electrical room adjacent to the Trinkle Hall building. It appears that the two buildings electrical systems have been kept separate with minimal number of circuits crossing the separation line. While the Campus Center service equipment is relatively new, hurricane Irene flooded the electrical room and caused water damage to the panels. Replacement of these panels may not be within the scope of the Trinkle Hall modifications but is recommended.

Other distribution panels are located throughout the Trinkle Hall building. The majority of these panels are older and/or below new construction standards. Many of these panels are full to capacity and have circuit schedules that are out of date. This is of particular concern in the kitchen area where the panels are old and constantly blocked with dry goods storage.

Additional power distribution will be difficult in most areas due to the lack of pathways or accessible plenum space available for feeders.

The existing elevator in Trinkle Hall is advanced in age with numerous code violations in the machine room. Several foreign systems pass through the machine room which is not allowed.

### LIGHTING

Lighting throughout the Trinkle Hall building is a wide mix of various lighting and lamp styles. Many of the fixtures could be replaced with more energy efficient lighting. The existing lighting controls do not meet current energy standards. The lighting controls are not always at the best and most convenient locations.

Interior and exterior egress lighting do not appear to meet the one (1) footcandle minimum level required during a power outage. Several locations throughout the building are lacking in appropriate exit signage.

There is little site lighting fed from the Trinkle Hall building. Several building-mounted exterior lighting fixtures have been recently installed. These fixtures are the new LED campus standard fixture. These newer fixtures could easily be removed and reused during the modifications.



College of William & Mary  
University Center Transformation  
12/20/2011  
Moseley/WTW Architects

### Program Data Sheet

Room Name: Custodial Lounge/Break Room/Lockers Group Code: 13.32  
Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
Purpose or Use: A lounge/break room for custodial use.  
Occupancy: Up to 5 people.

### Outline Description

Proposed ASF\*

- A. Custodial Lounge/Break Room/Lockers to include:
- Two (2) lounge chairs and end table
  - (Quantity?) 3' high lockers
  - Dining table and chairs to seat 2 or 3
  - Small kitchenette to include
    - Counter with sink, overhead cabinets and overhead cabinets
    - Undercounter refrigerator
    - Microwave

150

### Basic Architectural Requirements (check all that apply):

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
HVAC Requirements:  Normal  Other: \_\_\_\_\_  
Lighting Requirements:  Normal  Other: \_\_\_\_\_  
Power Requirements:  Normal  Other: \_\_\_\_\_  
Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
(identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

Custodial Office

\* ASF = Assignable Square Feet  
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**Program Data Sheet**

Room Name: Custodial Closets & Storage Group Code: 13.31  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A storage room for custodial supplies and equipment.  
 Occupancy: Storage only.

**Outline Description**

	<u>Proposed ASF*</u>
A. Three (3) Custodial Closets (1 on each floor) each to include:	120 SF per floor
• Slop sink	
• Storage of floor cleaning machines	
• Building cleaning/maintenance supplies	
• Shelf for cleaning equipment above slop sink	
	<u>360</u>

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: Stainless steel surround at slop sink  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: As required for charging of floor cleaning machines  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

DRAFT

**TELECOMMUNICATIONS AND AUXILIARY SYSTEMS**

The existing campus network service to Trinkle Hall is fed from the adjacent Campus Center building. Network modifications to Trinkle Hall should be able to be isolated from the Campus Center during modifications without significant impact. The limited access to plenum areas and chases throughout the Trinkle Hall building create a difficulty for future telecommunications upgrades.

There is an existing phone service entering Trinkle Hall from west, where a service pedestal can be seen on the exterior wall. It is not clear at this time what systems would be affected if this service point were removed.



There sound system components in the Great Hall area that salvaged and reused, particularly the head end equipment in the Tech Booth. There are two Sound Sphere type speakers suspended from the ceiling that could be reuse. Other auxiliary system components are no longer functioning or in need of replacement.

**PHASING**

A full renovation of the existing building typically entails phasing to maintain services during construction. Depending on what accommodations are required, this can be an expensive undertaking. For instance, if the existing “Marketplace” operation is to remain functioning while the existing is demolished, a totally separate and temporary 12,000 square foot facility might be needed. Where such “swing space” is not available outside the building, time and effort needs be spent to shuffle critical functions around inside the existing building. Phasing may require moving many operations twice – once to temporary space, and once to final space.

Since phasing is an unknown, additional costs to cover phasing were not included in cost estimates.

\* ASF = Assignable Square Feet  
 F:\proj\1016 William and Mary\Programming\Program Data Sheets.xls

## COST ESTIMATE

Identification of a baseline costs per square foot incurred within a typical, institutional quality, renovation project, was based on recent historical cost data for similar size projects, for both new and renovation work.

**Cost Comparison Data Sheet**  
College of William and Mary  
Campus Center

	University of Nevada - Reno	Valdosta State University	University of Vermont
<b>Year Bid</b>	<b>2006</b>	<b>2008</b>	<b>2005</b>
Size of Facility (SF)	168,000	118,699	221,061
Construction	New	New	New
Sitework	\$2,713,010	\$2,504,533	\$6,411,487
01 General Conditions	\$4,997,693	\$5,231,482	\$11,994,688
02 Sitework	Above	Above	Above
03 Concrete	\$4,176,174	\$1,448,792	\$4,170,680
04 Masonry	\$1,807,453	\$1,517,980	\$2,240,874
05 Steel	\$5,689,705	\$3,729,358	\$5,170,781
06 Carpentry	\$995,389	\$518,421	\$1,370,223
07 Thermal/Moisture	\$3,090,326	\$3,074,426	\$3,804,693
08 Doors & Windows	\$1,673,210	\$2,247,233	\$2,548,100
09 Finishes	\$9,051,882	\$3,839,400	\$6,147,352
10 Specialties	\$265,963	\$380,322	\$372,404
11 Equipment	\$88,832	\$824,856	\$957,305
12 Furnishings	\$150,696	\$36,321	\$74,944
13 Special Construction	\$0	\$0	\$60,000
14 Conveying	\$402,614	\$291,177	\$642,168
15 Mechanical	\$6,252,117	\$3,958,294	\$11,255,862
16 Electrical	\$4,182,936	\$3,951,324	\$6,269,141
Building Cost without Site:	\$42,824,990	\$31,049,386	\$57,079,215
Building Cost/SF:	\$254.91	\$261.58	\$258.21
Food Service Equipment:	\$500,000	\$650,000	\$1,678,883
<b>Building Cost: Without Site &amp; FS Equip</b>	<b>\$42,824,990</b>	<b>\$31,049,386</b>	<b>\$57,079,215</b>
<b>Escalation Factor:</b>	<b>1.14<sup>1</sup></b>	<b>1.02<sup>1</sup></b>	<b>1.22<sup>1</sup></b>
<b>Regional Adjustment</b>	<b>0.90<sup>2</sup></b>	<b>1.06<sup>2</sup></b>	<b>1.02<sup>2</sup></b>
Escalation to Mid 2011:	\$48,820,489	\$31,670,374	\$69,636,642
Regional Adjustment:	\$43,938,440	\$33,570,596	\$71,029,375
<b>Comparable Cost/SF:</b>	<b>\$261.54</b>	<b>\$282.82</b>	<b>\$321.31</b>

1. Escalation Pricing Index per 2011 Edition of RS Means Building Construction Cost Data  
2. Regional Pricing Index per 2011 Edition of RS Means Building Construction Cost Data.

**College of William & Mary**  
University Center Transformation  
12/20/2011  
Moseley/WTW Architects

### Program Data Sheet

Group Code: 13.22

Room Name: Telecommunications Closets

Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Purpose or Use: A closet that holds distribution frames, cross-connects, & other hardware needed to connect horizontal wiring to backbone wiring.

Occupancy: \_\_\_\_\_

#### Outline Description

Proposed ASF\*

A. Six (6) Telecom. Closets each to include: 60 SF each

- Cross-connects between backbone and horizontal cables
- Terminations of backbone and horizontal pathways
- Floor-serving telecom equipment
- Auxiliary equipment, such as security systems, cable systems, key-entry systems, file servers, etc.?

360

#### Basic Architectural Requirements (check all that apply):

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_

Suggested Wall Finishes:  Paint  Wallcovering  Other: Painted plywood

Suggested Ceiling Finishes:  Acoustical  Paint  Other: No ceiling

HVAC Requirements:  Normal  Other: Separately controlled/zoned HVAC

Lighting Requirements:  Normal  Other: \_\_\_\_\_

Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_

(identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_

comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_

Maintain a minimum of 1 m clearance from equipment and cross-connect for ease of operation.

Minimum ceiling height is 8'-6"

Door opening direction should not impact ease of access to the closet and equipment movement.

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\* ASF = Assignable Square Feet  
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**Program Data Sheet**

Group Code: 13.21  
 Room Name: Main HUB  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A room that houses the building telecommunications systems.  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

A. Main HUB area to include:

- PBX's?
- Servers?
- Mechanical terminations of the telecomm wiring system

150

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

Escalation to Mid 2011:	\$48,820,489	\$31,670,374	\$69,636,642
Regional Adjustment:	\$43,938,440	\$33,570,596	\$71,029,375
<b>Comparable Cost/SF:</b>	<b>\$261.54</b>	<b>\$282.82</b>	<b>\$321.31</b>

**New Construction Costs**

University of Reno	\$	261.54
Valdosta State University	\$	282.82
University of Vermont	\$	321.31
<b>Average Comparable Costs/SF (2011)</b>	<b>\$</b>	<b>288.56</b>
Escalation for the first two years (per year)*		4%
Escalation for subsequent years (per year)*		5%
5 year Escalation Cost/SF (mid point of construction)*	\$	72.74
<b>Average Escalated Comparable Cost/SF (New Construction)</b>	<b>\$</b>	<b>361.30</b>

**Renovation Costs**

William and Mary, Tucker Hall*	\$	250.66
William and Mary, Commons Dining*	\$	276.47
William and Mary, Campus Center Renovation Estimate	\$	195.11
James Madison University Student Success Center	\$	206.11
<b>Average Comparable Costs/SF (2011)</b>	<b>\$</b>	<b>240.75</b>
Escalation for the first two years (per year)*		4%
Escalation for subsequent years (per year)*		5%
5 year Escalation Cost/SF (mid point of construction)*	\$	60.69
<b>Average Escalated Comparable Cost/SF (Renovation)</b>	<b>\$</b>	<b>301.44</b>

\* Data supplied by the College of William and Mary

Based on the probable cost analysis summarized above, it has been estimated that the probable cost of renovation has approached 84% of new construction, due to the poor condition of the existing building.

**APPENDICES**

**A. CONTEXT**



Campus Center and Reves Hall



Trinkle Hall portion of Campus Center

**College of William & Mary**  
 University Center Transformation  
 12/20/2011  
 Moseley/WTW Architects

**Program Data Sheet**

Group Code: 13.12

Room Name: Maintenance Storage  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A room for the storage of building maintenance supplies and equipment  
 Occupancy: Storage only

**Outline Description**

Proposed ASF\*

- A. Maintenance Storage to include:
- Shelving for building maintenance supplies
  - Storage cabinets for building maintenance supplies
  - Storage for building materials, such as ceiling tiles, lighting ballasts & bulbs, etc.
  - Equipment?

120

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

**Program Data Sheet**

Group Code: 13.11

Room Name: Maintenance Office

Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Purpose or Use: \_\_\_\_\_

Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

A. Maintenance Office to include:

- One (1) workstation with computer
- BAS system
- Shelving for O&M manuals
- Drawers (or shelving?) for record drawing storage

120

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_

Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: \_\_\_\_\_

Lighting Requirements:  Normal  Other: \_\_\_\_\_

Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Maintenance Storage?



Reves Center for International Studies



Hunt Hall

\* ASF = Assignable Square Feet  
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Facilities Management (l) and Main Power Plant (r) with Trinkle in background



Taliaferro Hall

**College of William & Mary**  
 University Center Transformation  
 12/20/2011  
 Moseley/WTW Architects

**Program Data Sheet**

Room Name: Learning Odyssey Department Group Code: 12.4  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: \_\_\_\_\_  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

A. The Learning Odyssey Department to include:

- 
- 
- 
- 
- 

650

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\_\_\_\_\_

\* ASF = Assignable Square Feet  
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**Program Data Sheet**

Room Name: International Students and Scholars Program (ISSP) Group Code: 12.3  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A multi-functional office/programming space for ISSP staff and student use  
 Occupancy: Multiple students and staff

**Outline Description**

Proposed ASF\*

A. ISSP Room to include:	
• Director's Office	140
- One (1) workstation with computer, task chair, 2 guest chairs, file cabinet & bookcase.	
• Advisor's Office	120
- One (1) workstation with computer, task chair, 2 guest chairs, file cabinet & bookcase.	
• Program Associate's Office	120
- One (1) workstation with computer, task chair, 2 guest chairs, file cabinet & bookcase.	
• Front Office with 2 Graduate Assistants	120
- (2) desks with computers, a 4-drawer file cabinet, a 2-drawer file cabinet, and printer/copier	
• Lounge/Programming space	600
- Lounge furniture, meeting tables and chairs	
• Kitchen	100
- Stovetop, sink, medium refrigerator, countertop for food preparation	
• 20% for circulation	200
	<hr/>
	1,400

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: Vinyl tile in the kitchen  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: The front office would need to have an interior service window to which students and scholars could walk up to pick up documents, make appointments, etc.  
The lounge/programming space should be easily configurable, adjacent to the kitchen, outfitted with appropriate A/V (e.g. ceiling mount LCD projector, screen) and could be shared with another office (e.g. colleagues in Reves Center and/or Student Diversity Center).  
It is important that the ISSP space maintains a connection to the Reves Center. Ideally, this is achieved by an enclosed atrium that connects the two buildings. That could also be used as overflow programming space.

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Center for Student Diversity?

**Student Survey**



\* ASF = Assignable Square Feet  
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**STUDENT SURVEY**

**Introduction**

To determine student priorities for the project, the planning team prepared an on-line survey of William & Mary students. The survey was conducted in September 2011 on the campus website. The target was 300 participants and responses from 599 students were received. There was balanced participation between the various undergraduate classes (freshman/sophomore/junior/senior), as well as a good distribution of results from students living across all campus districts. A copy of the survey and a graphic analysis of the survey results are included in this section of the report.



**Program Data Sheet**

Group Code: 12.2

Room Name: Meditation Room  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A non-denominational space for reflection, meditation, prayer, etc.  
 Occupancy: Multiple students

**Outline Description**

Proposed ASF\*

- A. Meditation Room to include:
- Reflection space to accommodate kneelers, mats, etc.
  - Lounge chairs to seat (how many?)
  - Wash rooms / Footwash basin area
  - Prayer closet for individual use
  - Lockers (Size? How many?)

400

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: Hard surface flooring at wash room area  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: Accent/feature wall?  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: Dimmable lighting?  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
Natural daylight?  
East or West facing window?  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Center for Student Diversity

\* ASF = Assignable Square Feet  
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**Program Data Sheet**

Group Code: 12.1

Room Name: Center for Student Diversity

Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Purpose or Use: A multi-functional office/programming space for CSD staff and student use

Occupancy: 4-5 staff and up to 42 students

**Outline Description** Proposed ASF\*

A. Center for Student Diversity to include:		
• One (1) Director Office to include:		150
- One (1) workstation with computer		
- One (1) task chair		
- File cabinet/bookcase		
- Two (2) guest chairs		
- Small conference table to seat 3-4 OR lounge seating for 2 or 3		
• Two (2) Assistant Director Offices each to include:	120 SF each =	240
- One (1) workstation with computer		
- One (1) task chair		
- File cabinet/bookcase		
- Two (2) guest chairs		
• One (1) Office Manager to include:		60
- One (1) workstation with computer		
- One (1) task chair		
• One (1) workstation/task chair with computer for Graduate Assistant		36
• Lounge furniture (sofas and loveseats) with seating for 6-8		110
• Meeting space with a conference table that seats 16 and chairs for 30		450
• Wall with projection screen for programs		
• Resource Area with three (3) computer workstations/task chairs for student asst's & shelving		200
• Storage Room		54
• Information rack right outside of main entrance		
		1,300

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_

Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: \_\_\_\_\_

Lighting Requirements:  Normal  Other: \_\_\_\_\_

Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: Prime visibility / showcase in the building  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Meditation Room  
 \_\_\_\_\_

(1) I am a:  Freshman  Sophomore  Junior  Senior  Graduate/Professional

(2)  Male  Female

(3)  Full-time Student  Part-time Student

(4) I currently:  Live on campus (Jodi is developing a pull down for this)  Live off campus, not at home  Commute from home residence

(5) My residence hall/complex is:  
 Barrett Hall  
 Botetourt Complex  
 Brown Hall  
 Bryan Complex  
 Chandler Hall  
 Colonial Williamsburg House  
 DuPont Hall  
 Fraternity Complex  
 Graduate Complex  
 Hunt Hall  
 Jamestown Residence  
 Jefferson Hall  
 Landrum Hall  
 Lodges  
 Ludwell Apartments  
 Moroe Hall  
 Old Dominion Hall  
 Randolph Complex  
 Reves Hall  
 Sorority Court  
 Taliaferro Hall  
 Tribe Square  
 Yates Hall

(6) When I eat on campus, my favorite dining place is:  
 Campus Center Marketplace  
 Sadler Center Dining Hall  
 Sadler Center Einstein Bros. Bagel  
 Sadler Center Lodge 1  
 Sadler Center Student X-Change  
 The Commons Dining Hall  
 The Commons Java City Café  
 The Business School Café  
 The Law School Café  
 The School of Education Café  
 The Daily Grind  
 Other (please specify: \_\_\_\_\_)

\* ASF = Assignable Square Feet  
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(7) During a typical week, I visit or use the Campus Center:

- Everyday
- 3 or 4 times a week
- 1 or 2 times a week
- Never
- Other (please specify: \_\_\_\_\_)

(8) When I visit the Campus Center, I use it for the following (please check all that apply):

- Buying food in the Marketplace
- Buying convenience items in the Marketplace
- Eating in the Marketplace
- Stopping at the candy counter in the lobby
- Going to the ID Office
- Hanging out on my own
- Hanging out with friends/colleagues
- Using the Student Activities Resource Area (SARA)
- Attending Meetings
- Attending special events in the Trinkle Hall Ballroom
- Studying alone
- Group Studying
- Use the Meditation Room
- Meeting for academic classes
- Seek services/Meet with staff
- Working at a job or assistantship
- Working in the newspaper office
- Working in the radio station
- Sleeping
- Using the ATM
- Student Organizational Work
- Other (Please specify: \_\_\_\_\_)
- None of the Above

(9) I most frequently seek services/meet with staff in the following office(s):

- Residence Life
- Dean of Students
- Center for Student Diversity
- Health Education
- Student Activities/Scheduling Office
- VP for Student Affairs

(10) When I eat in the campus center food court, my favorite choices are:

- Chic-fil-a
- Capiche (italian/pizza)
- Zoca (mexican)
- Home Zone
- Montague's Deli
- Grill Works
- Pan Geos (Soup/Salad Station)
- AFC Sushi

(11) Is there another type of food you would be interested in having available in the Campus Center?

- Yes (Please specify: \_\_\_\_\_)
- No

### Program Data Sheet

Group Code: 11.63

Room Name: Common Administrative Spaces - Small Conference Room

Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Purpose or Use: Small conference room for administrative use.

Occupancy: 6 - 8 people

### Outline Description

Proposed ASF\*

A. One (1) Small Conference Room to include:

- Central conference table and chairs to seat 6-8 people
- Marker boards

150

### Basic Architectural Requirements (check all that apply):

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_

Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: \_\_\_\_\_

Lighting Requirements:  Normal  Other: \_\_\_\_\_

Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_

(identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_

comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\_\_\_\_\_

**Program Data Sheet**

Group Code: 11.62  
 Room Name: Common Administrative Spaces - Large Conference Rooms  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Large conference rooms for administrative use.  
 Occupancy: 14 - 18 people

**Outline Description**

Proposed ASF\*

- A. Two (2) Large Conference Rooms each to include: 400 SF each
- Central conference table with seating for 14-18 people
  - A/V display board with projection screen and marker board
  - Acoustical and tackable wall surfaces?
  - Chair rail for display boards?

800

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: Room to be prepared for portable A/V equipment and presentations?  
Window blinds or drapery required (with black out lining?)  
Provide vision light at entrance doors.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_  
 \_\_\_\_\_

(12) If I could add things beyond the amenities in the existing Campus Center/Trinkle Hall, I would add the following 5 things (please rank in order with 1 being your first or top choice, 2 being your second choice, etc...; add others if your item is not listed)

	1	2	3	4	5
Outdoor Performance Area					
Multi-story Atrium					
Meeting Rooms					
Live Entertainment Area					
Coffeehouse Café					
Comfortable Lounge Space					
College Bookstore					
College Spirit Store					
Computer Store					
Computer Technology Lab					
Nightclub/Dance Club					
Multicultural Lounge					
Barber Shop/ Hair Salon					
Bank/Credit Union					
Small Grocery Store					
More Dining Choices					
Sit-down Restaurant					
Post office					
Fitness/wellness area, i.e. Cardio equipment					
Art Gallery					
Non-alcoholic Sports Bar					
Game Room					
Study Space					
24-hour eatery/café					
Other (please specify: _____)					
None					

(13) If the features that I selected in the previous question were included in a new and improved facility, I would use the Campus Center/Trinkle Hall with the following frequency:

- Everyday
- 3 or 4 times a week
- 1 or 2 times a week
- A few times per month
- Other (please specify: \_\_\_\_\_)

(14) To best serve my needs, the Campus Center should be open:

- Until 11:00 pm
- Until Midnight
- Until 1:00 am
- Until 2:00 am
- Until 3:00 am
- Until 4:00 am
- All Night

(15) From visiting other campuses, my favorite feature in other student centers is:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(16) I have the following additional comments, ideas and opinions regarding a new or improved Campus Center.

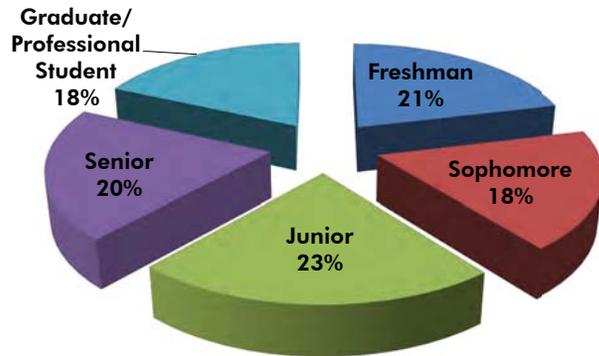
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\* ASF = Assignable Square Feet  
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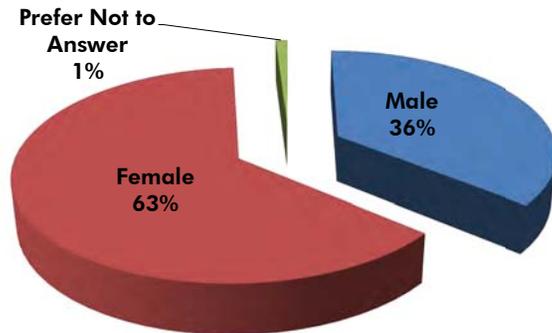


STUDENT SURVEY

### Academic Class



### Gender



### Program Data Sheet

Group Code: 11.61

Room Name: Common Administrative Spaces - Kitchen/Break Room

Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Purpose or Use: A kitchen/break room for administrative use.

Occupancy: Multiple staff

#### Outline Description

Proposed ASF\*

A. Kitchen/Break Room to include:

- Dining table and chairs to seat 4 people
- Counter surface with sink, overhead cabinets and base cabinets
- Full size refrigerator
- Microwave
- Coffee maker
- Trash and recycling receptacles
- Bulletin board

#### Basic Architectural Requirements (check all that apply):

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_

Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: \_\_\_\_\_

Lighting Requirements:  Normal  Other: \_\_\_\_\_

Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_

(identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_

Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\_\_\_\_\_

\* ASF = Assignable Square Feet  
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STUDENT SURVEY

**Program Data Sheet**

Group Code: 11.59  
 Room Name: Residence Life - Key Storage and Safe Room  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A secure closet for key storage and safe  
 Occupancy: Storage only

**Outline Description**

Proposed ASF\*

A. Key Storage and Safe Room to include:

- Master and student room keys (enough space for 5000 student keys)
- Safe
- Lockable door

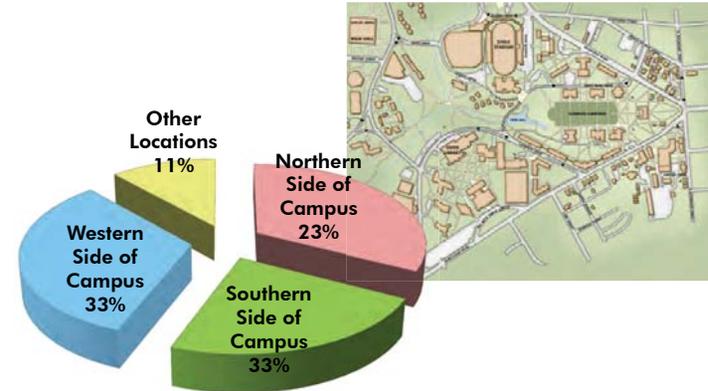
14

**Basic Architectural Requirements (check all that apply):**

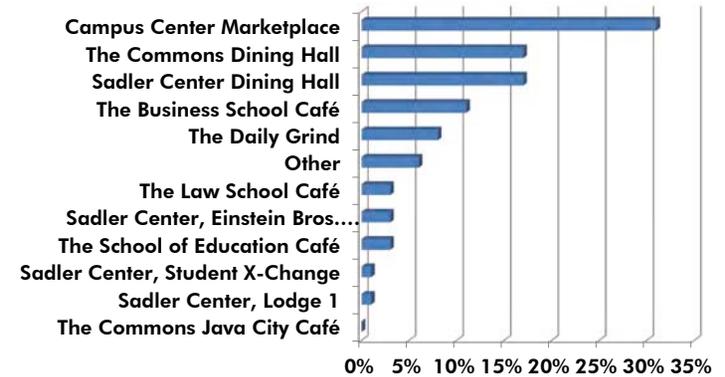
Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_  
 \_\_\_\_\_

**Percent of Students from specific campus districts that participated in the survey**



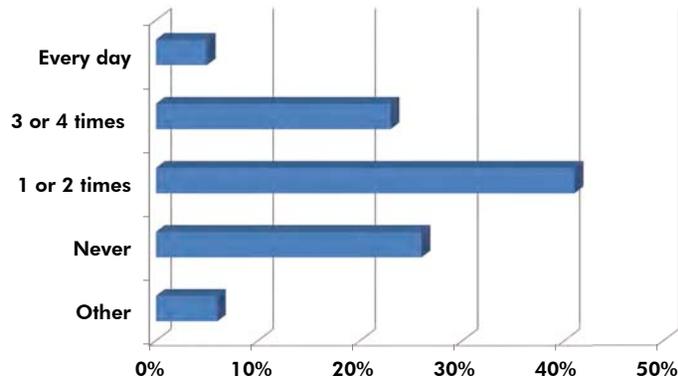
**When I eat on campus, my favorite dining place is:**



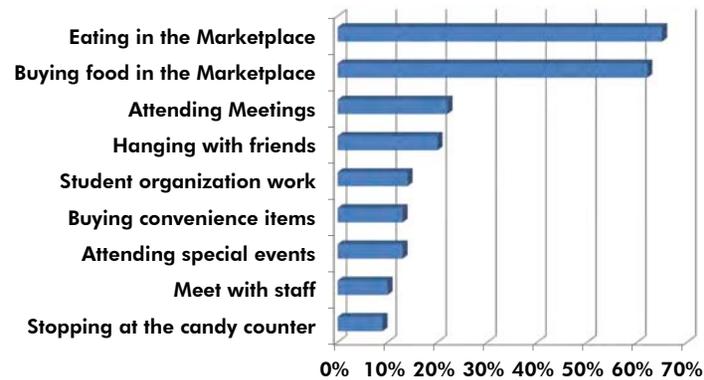
\* ASF = Assignable Square Feet  
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STUDENT SURVEY

## During a typical week, I visit or use the Campus Center



## When I visit the Campus Center, I use it for the following:



Moseley/WTW Architects  
May 2012

### Program Data Sheet

Group Code: 11.58

Room Name: Residence Life - Copy/Print/Fax/Mail Room

Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Purpose or Use: An enclosed room for copy, print, fax, and copy.

Occupancy: \_\_\_\_\_

### Outline Description

Proposed ASF\*

A. Copy/Print/Fax/Mail Room to include:

- Copy machine
- Printers
- Fax machine
- Work counter with mail slots above for 16 full time staff plus incoming and outgoing mail and storage underneath counter for office supplies
- Trash/Recycling receptacle(s)
- Cutting board

### Basic Architectural Requirements (check all that apply):

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_

Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: \_\_\_\_\_

Lighting Requirements:  Normal  Other: \_\_\_\_\_

Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_

(identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_

Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\_\_\_\_\_

\* ASF = Assignable Square Feet  
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STUDENT SURVEY

**Program Data Sheet**

Group Code: 11.57  
 Room Name: Residence Life - Storage/File Room  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A storage room for Residence Life  
 Occupancy: Storage only

**Outline Description**

Proposed ASF\*

A. Residence Life Storage/File Room to include:

- Twelve (12) 5-drawer lateral file cabinets
- Separate storage for staff offices

200

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

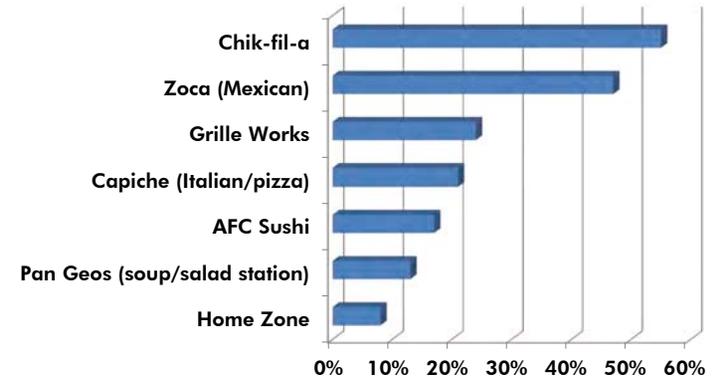
Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
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 \_\_\_\_\_  
 \_\_\_\_\_

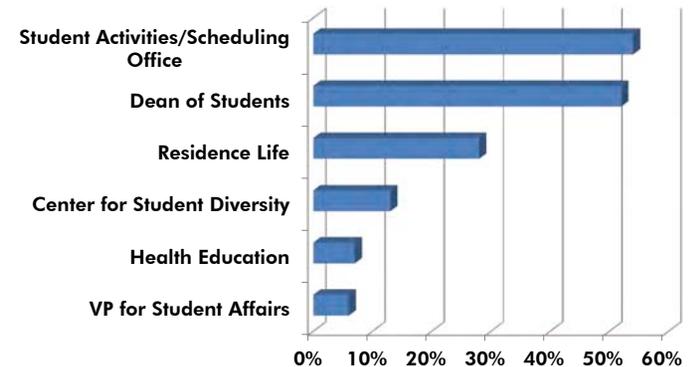
Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\_\_\_\_\_

**When I eat in the Campus Center food court, my favorite choices are:**



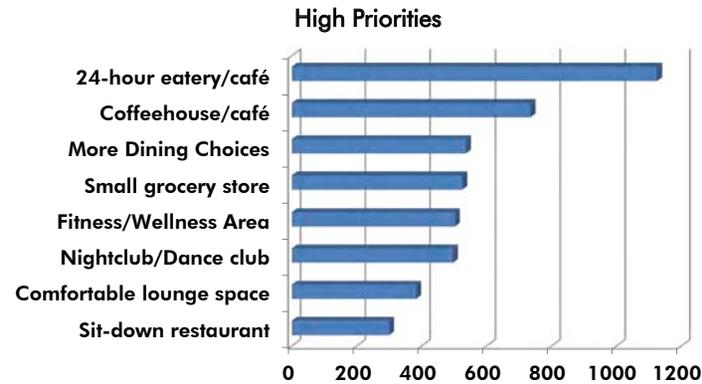
**I most frequently seek services/meet with staff in the following office(s):**





STUDENT SURVEY

Student Priorities for an Improved Campus Center



Student Priorities for an Improved Campus Center



Moseley/WTW Architects  
May 2012

Program Data Sheet

Room Name: Residence Life - Shared Office / Work Space Group Code: 11.56  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A shared work space for students and professionals in Residence Life  
 Occupancy: 2 student workers or staff members

Outline Description

A. Shared Office / Work Space to include:

- Two (2) workstations with computers (approx. 6' x 6')
- Two (2) task chairs
- Work table with seating for 4
- Coat rack?

Proposed ASF\*

36 SF each

172

Basic Architectural Requirements (check all that apply):

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements:

Personal safety alarm/panic buttons for each work space.

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\* ASF = Assignable Square Feet  
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STUDENT SURVEY

**Program Data Sheet**

Group Code: 11.55  
 Room Name: Residence Life - Recycling Office  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A private, but shared, office for Recycling  
 Occupancy: 2 staff members

**Outline Description**

Proposed ASF\*

A. Recycling Office to include:

- One (1) workstation with computer
- Two (2) task chairs
- File cabinet/bookcase

80

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

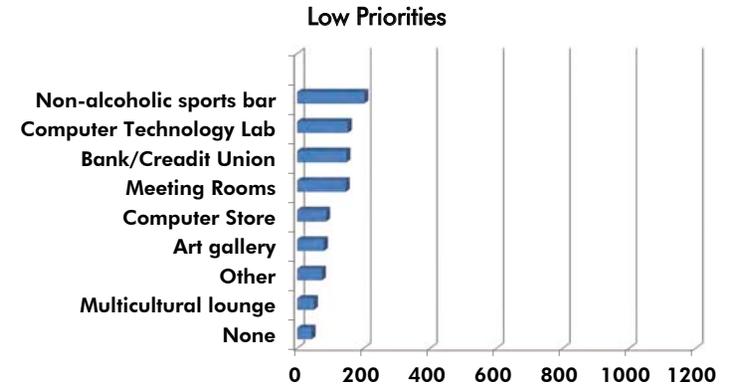
Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements:

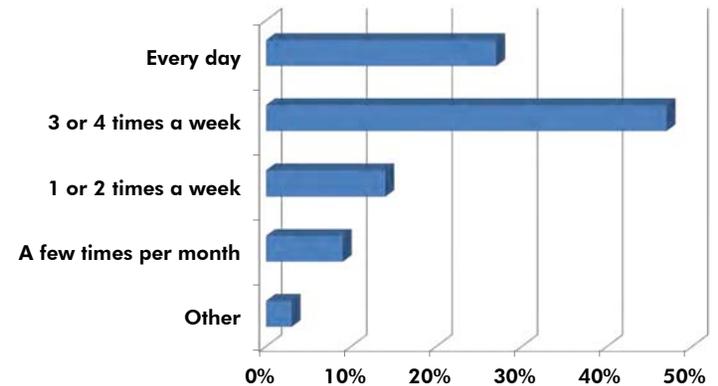
\_\_\_\_\_  
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Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

**Student Priorities for an Improved Campus Center**



If the features that I selected in the previous question were included in a new and improved facility, I would use the Campus Center with the following frequency:



**15. From visiting student centers on other campuses, my favorite feature in other student centers is:**

Text Response
student run grille
Even though I myself don't stay up very late, I've noticed that other campuses have an "all nighter" dining hall for students. I think that is the biggest weakness in terms of dining on campus- food options decrease to a bare minimum after 8pm.
I don't remember the student centers from other college campuses.
Lounge
Many places to study and eat
Movie theater
Their wide variety of amenities.
more space
Comfortable spaces
The food is pretty good.
Lots of places to meet up with friends or colleagues.
Spaciousness and comfortable seating for studying and socializing.
Large modern seating areas with coffee/drink bar
24 hour access
JMU has an amazing dining hall called Festival that is similar to the Marketplace with the diverse amount of food venues, but the food doesn't suck and they have more variety. Also, having a small fitness center and a 24 hour place to buy food would be great.
Not applicable
More comfortable space to study
people that are visiting can go inside. I also like being able to custom order my food.

**College of William & Mary**  
 University Center Transformation  
 12/20/2011  
 Moseley/WTW Architects

**Program Data Sheet**

Room Name: Residence Life - Director of Housing Operations Group Code: 11.54  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Private office for the Director of Housing Operations  
 Occupancy: 1 Director and several visitors

**Outline Description**

Proposed ASF\*

- A. Director of Housing Operations Office to include:
- One (1) workstation with computer
  - One (1) task chair
  - File cabinet/bookcase
  - Two (2) guest chairs
  - One (1) sofa

160

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\* ASF = Assignable Square Feet  
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**Program Data Sheet**

Group Code: 11.53

Room Name: Residence Life - Associate and Assistant Director Offices

Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Purpose or Use: Private offices for the Associate and Assitant Directors

Occupancy: 1 Assoc. or Asst. Director and several visitors

**Outline Description**

Proposed ASF\*

A.	One (1) Associate Director Office to include:	160
	<ul style="list-style-type: none"> <li>• One (1) workstation with computer</li> <li>• One (1) task chair</li> <li>• One (1) file cabinet/bookcase</li> <li>• Two (2) guest chairs</li> <li>• One (1) Sofa</li> </ul>	
B.	One (1) Assistant Director Office to include:	160
	<ul style="list-style-type: none"> <li>• One (1) workstation with computer</li> <li>• One (1) task chair</li> <li>• One (1) file cabinet/bookcase</li> <li>• Two (2) guest chairs</li> <li>• One (1) Sofa</li> </ul>	
		320

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

Their late night hours

A larger atrium that seems to unite the different parts of the building. (See Christopher Newport University)

n/a

Movie theater

The multiple meeting rooms and study space.

Big open spaces for hanging out or studying

open space

nothing, W&M is the best.

large game room, lounge-like area with comfortable furniture

other food places, convenience stores, etc

A smoothie store like Jamba Juice or Tropical Smoothie Cafe

N/A

Bookstore

game room/book store all in one place

I think JMU has a movie theatre? That's REALLY cool.

Computers with (free) printers, a coffee shop atmosphere, real food (not fast food), study space, multiple rooms, much larger, and a MUCH better darkroom. (by the way, the faculty in the history department was told that students have no-limit free printing. This is untrue.)

Wellesley College's campus center not only is marked by stunning architecture but also fluid, comfortable lounge spaces with tons of seating for both studying and social purposes. They have a great convenience store that sells a broad range of food products, including many vegetarian options. The center also includes: a student run 24-hr cafe that has a live performance space; a bar with a dance floor for of-age students; and a third space for large student dance parties and other events. I loved it!

The openness of the building and number of activities and relaxation areas present.

its central hall

\* ASF = Assignable Square Feet  
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The availability of it 24/7.
The Campus Center is just fairly old. I think renovating it would increase the flow of students through it. One of the downsides is the location, which is more at a corner of campus compared to the Sadler Center, which is close to the heart. You can't move the Campus Center, but if it gets a make over, I know I would visit it more often.
They way they're decorated. I think the way that the Campus Center and Sadler Center display William and Mary is too formal. The designs should center around "tribe" and the griffin, very collegiate, and fun! I don't think anyone would describe our wm decorations as fun in either building. At the University of Washington, their student center has lots of pictures of their mascot, the husky, with the facilities' names attributed to their mascot....ex: the convenience store is name the "dawg pen"
Food
displays of artwork that rotate seasonally
Delicious food
n/a
study space
open 24 hours
bars, better cafeterias
Haven't seen other campus centers
Bookstore, Bowling Alley
Large posting boards that have portions designated for each and every club on campus. Also tables and chairs that are more amenable to studying than the ones currently occupying the lobby.
They are open all night and offer late-night entertainment (i.e. dance club/ restaurant).
Comfortable places to hang out (couches, coffee, tvs, ect)
They are actually central. Sadler outshines the CC.
The amount of space and number of eateries/meeting rooms.
I attended Middlebury College in Vermont which had a fabulous center - McCulloch - the best parts were that the food options were excellent, they offered free dances every Saturday night (thus keeping students on campus), and had lots of different types of spaces for students to use (ranging from large screen TV rooms to study spots). Middlebury added a Mongolian grill while I was a student, which was a hugely popular addition to the dining

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University Center Transformation  
12/20/2011  
Moseley/WTW Architects

**Program Data Sheet**

Group Code: 11.52

Room Name: Residence Life - Director of Residence Life Office  
Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
Purpose or Use: A private office for the Director of Residence Life  
Occupancy: 1 Director and several visitors

**Outline Description**

Proposed ASF\*

- A. Director of Residence Life Office to include:
- One (1) workstation with computer
  - One (1) task chair
  - File cabinet/bookcase
  - Two (2) guest chairs
  - Small conference table to seat 3 or 4 OR lounge seating for 2 or 3

160

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
HVAC Requirements:  Normal  Other: \_\_\_\_\_  
Lighting Requirements:  Normal  Other: \_\_\_\_\_  
Power Requirements:  Normal  Other: \_\_\_\_\_  
Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
(identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
Personal safety alarm/panic button for each work space.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
\_\_\_\_\_

\* ASF = Assignable Square Feet  
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**Program Data Sheet**

Group Code: 11.51  
 Room Name: Residence Life - Reception and Shared Support  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A reception/waiting area and secretarial support for the office of Residence Life  
 Occupancy: 4 employees and several guests

**Outline Description**

Proposed ASF\*

A. Residence Life Reception & Shared Support to include:	
• Four (4) workstations with computers	60 SF each
• Four (4) task chairs	
• Waiting area with guest/lounge chairs to seat 4 people	100 SF
	<hr/>
	340

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
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 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

services and offered a variety of healthy alternatives to the typical pizza and wings cuisine.
comfortable lounge space
Bigger name eateries and more lounge areas.
The amount of different offices and programs offered at the campus center.
The marketplace is easily my favorite feature and it's almost exclusively the reason I use the campus center.
Larger, more activities, more centralized.
Comfortable lounge space.
One school I went to had a full-service restaurant. That was pretty cool.
n/a
That they are central, friendly, and comfortable locations that students are attracted too.
late night food options, more than one gym, more than one place to study (other than the library)
availability of computers and printers
I did my undergrad at Penn State, while I was there the Hetzel Union Building (HUB) (our student center) was redesigned and the new building was more functional and provided study space, meeting space, the bookstore, eateries, a bank, the ID card office, and revitalized the center of campus. The open floor plan allowed for the movement of people while not making the building seem restrictive. When I came to the Campus Center this summer to get my student ID I was not impressed with the building. It was run down and did not seem like a welcoming or inviting center for student activity. After seeing other aspects of W&M I was very disappointed with the facility.
A larger lounge and quiet study area rooms, especially since the library has been a significant walk from my dorm rooms the past three years.
Lounge areas
Lots of seating, both at dining tables and lounge chairs (more lobby seating and more in the dining area).
Better eating options, more student traffic, small shops- books/spirit/groceries, better location
Their live entertainment areas
The pool tables in Sadler center.

Comfortable place to sit and talk with friends, or do homework if necessary. Long hours with a food place that corresponds. We need some place to go after Swem closes and I think the Campus Center could be a good spot. It would also decrease how crowded Swem gets around exams.
The Market Place
The radio station
Pub. Other than that atmosphere is important- the best student centers don't feel like like student centers or cafeterias, or airport waiting areas.
24 hour food service.
The lounging spaces
Nightlife
Centralness to other areas of student life
The waiting room in the Cohen Career Center.
The fact that they have a grocery store beyond selling simply candy, and a simpler way to send and receive mail packages.
I have visited ODU and their student center was awesome because it was more open with a lot of windows and space. It also had a lot more dining options which was nice.
bookstore/ spirit store
They have ample study areas, a food court, and a bowling alley.
Study Space and allocation of group and individual quiet and social areas
All night eateries/cafes.
Variety of food, open atria
Wilder Hall at Oberlin College and Teviot Row House at the University of Edinburgh both have a much warmer, more inviting ambiance that made me want to visit often. It wasn't the specific amenities; it was the thought that went into the overall look and feel of the building. Campus Center feels like a cross between a hospital and a police station. I go there for the marketplace or the college offices that are located there and then leave once my business is done. I strongly recommend having a design expert take a look inside some other student union buildings paying special attention to the overall layout and feel and not falling into the trap of simply tallying the amenities it offers.

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**Program Data Sheet**

Group Code: 11.48

Room Name: Student Activities - Copy/Coffee/Work Room  
Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
Purpose or Use: An enclosed work room for the Student Activities suite.  
Occupancy: Occasional staff or student

**Outline Description**

Proposed ASF\*

A. Copy/Coffee/Work Room to include:

- Copier
- Work counter for collating copier projects
- Refrigerator (large or mid-size)
- Microwave
- Coffee machine

80

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
HVAC Requirements:  Normal  Other: \_\_\_\_\_  
Lighting Requirements:  Normal  Other: \_\_\_\_\_  
Power Requirements:  Normal  Other: \_\_\_\_\_  
Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
(identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
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\_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Large Conference room to seat at least 16 at a table with additional chair space

\* ASF = Assignable Square Feet  
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**Program Data Sheet**

Group Code: 11.47

Room Name: Student Activities - Storage Room  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A storage room for Student Activities  
 Occupancy: Storage only

**Outline Description**

Proposed ASF\*

- A. Student Activities Storage Room to include:
- Open shelving for supplies and archive storage

80

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
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Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

lounge area

A coffee place, definitely!

Bright welcoming atrium

The study rooms - you can't have too much study space on campus, especially during exams.

lots of space and basically everything you need in one space, including places to hang out, study, exercise, and lots of dining options including sit down.

post office and computer lab

Barber shop/ Hair salon

movie theaters or banks/credit unions

24 hour eating/meeting options

At my undergraduate school, the campus center functioned as a cross between the campus center/sadler center. I think that having some of the more recreational amenities that the sadler center has closer to the law school might encourage more law students to use it b/c it is closer to our campus than the sadler center.

The campus center at High Point University is amazing. They have a gaming room, a movie theater and 3 restaurants (all on the meal plan). If we could be just a bit closer to that student center, it would be an amazing improvement.

Statistic	Value
Total Responses	260

**16. I have the following additional comments, ideas, and opinions regarding a new or improved Campus Center:**

Text Response
I think we need more coffee shops on campus!
I have ADHD, and really like taking exams in the little metal "quiet room" thing in the office near the marketplace. The thing is, demand for testing accommodations is on the rise, and it's becoming more popular. I think you should get another "quiet room" for the disabled students.
None of the rather important campus services, ie the post office and other neccessities, should be located in the Campus center because it is a very long walk from new campus (especially for freshmen in Botetourt). The sadler center is more important because of its central location.
I would love for there to be a 24-hour eatery, especially if it is at the Campus Center. Other dining places on campus close too early.
The campus center is an underutilized resource, and a more inviting and open architectural design would make it more appealing for student use.
There needs to be a 24 hour food venue.
None
Should be with an environmentally-friendly design
All of the above Ideas are REALLY good, you should look at Florida International University Campus Center. They've literally already implemented most of the ideas. (Atrium, Salon, sit down restaurant (Chilis), Bookstore, Game store (Gamestop), Bank, Salon, Live Entertainment Area.....)
Because of it's non-central location, the campus center mainly serves students who have class on old campus for lunch or those who live in Barrett and the surrounding dorms. Furthermore, it would be really nice to have somewhere else aside from Wawa to get something to eat late at night.
none
Try to spruce up the decor-- the current color scheme is dark and outdated
N/A
I like the it is, however if the study area was a little bigger it would help. Lot.
The Campus Center is poorly organized with its winding hallways and stairs only at the main entrance. There should be stairs in more than one place, the basement and first floor should have more student space without

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**Program Data Sheet**

Room Name: Student Activities - Scheduling Office Group Code: 11.46  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A private office for Scheduling  
 Occupancy: 2 full time staff members and 1 student worker

**Outline Description**

Proposed ASF\*

- A. Scheduling Office to include:
- Two (2) workstations with computers
  - One (1) small workstation with computer for student assistant
  - Three (3) task chairs
  - File cabinets/bookcases
  - Large stand-up table to review large scheduling book

250

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
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 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\_\_\_\_\_

\* ASF = Assignable Square Feet  
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**Program Data Sheet**

Group Code: 11.45  
 Room Name: Student Activities - Accounting Office  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A private office for Accounting  
 Occupancy: 1 Accountant and 1 student assistant

**Outline Description**

Proposed ASF\*

A. Accounting Office to include:

- One (1) workstation with computer
- One (1) small workstation with computer for student assistant
- Two (2) task chairs
- File cabinets/bookcases

150

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
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Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

having to hunt for everything, and the upstairs should be separated into student space and office space. If the office space must stay in the campus center, it should not be too close to the student space. If it is too close, it will make students wary and not as likely to use the space. Printers are a MUST, as is something being open all night, and REAL FOOD.

Please keep vegetarians, vegans, and gluten-sensitive eaters in mind when considering dining options.

More interesting, open design and better usage of space for students.

I hope to see the new design soon!

Improve the SARA center.

It would be fabulous to have a more extensive grocery store, especially if it would take Flex/Dining Dollars.

Clear out everyone who works upstairs. Overhaul residence life and student activities and replace them with people who remember what it was like to enjoy college. Keep the secretaries.

None

Keep the fishbowl and renovate it! There needs to be that resource outside of the Student Health Center where students can receive information, condoms, etc.

24 hour food though costly would be fantastic!

Make it student friendly!

I think this is a key selling feature of schools - and I've widely heard the food at the Campus center criticized (including overhearing tour guides!). I think you want to design a food presentation and campus gathering spot that makes visitors say "Wow" and either picture themselves as students there, or alternatively wish they had gone to a college with a spot like this.

Given that I only use it for meals I see no need for extending the hours of the Campus Center, however, if 24 hour meals/lounges/entertainment/beverages were available then I would like to see hours extended on weekends.

Add more rooms for studying

Having a meal plan option that is open past 8 PM is paramount to making this school a real college.

If you are really going to improve the campus center, you should find a way to make it less of a walk from some of the dorms. More people would go there now if it weren't so far away.

n/a

You misspelled "improved" in this question. Also, a renovation really needs to be done. Maybe sections could be

opened up for outside businesses to compete (similar to Tribe Square).

In regards to the design of the building, I think maintaining the historical style and flare is important, however, providing an engaging place for students that blends functional space and technology while still being a sustainable structure is also very important.

I think the idea of having a campus center open 24 hours would be incredibly beneficial. Having some sort of exercise equipment, an expanded cafeteria, and a cafe would really improve convenience for students living on old campus. In my opinion, a campus center should fulfill some of the main needs of a college community- exercise, healthy food options, a calm study atmosphere, and coffee.

Better decor (possibly student art hung on the walls?), more integrated eating and lounge areas

All the suggested items would be awesome and make it way better than it is now. But especially the live band area or nightclub.

Have Marketplace open more hours on the weekends!

It would be nice to have an alternative bar type area other than the Green Leaf and Paul's Deli. On campus, there aren't very many public spaces that are actually used for socializing that are open late. Also it would be nice to have a real bank on campus, instead of just atm machines. Hopefully it would be a bank that doesn't have a huge surcharge. Adding amenities like stores, restaurants, banks, and bars would give students more employment opportunities. A lot of people wouldn't go to any of those options though if they're over priced.

Nightlife

its just really far away for those of us living in botetourt

I am excited to see what the final result of this poll is :)

The Rec Center is so far from areas like Hunt, Taliferro, Jefferson, and Brown I think it's important to have some sort of gym equipment nearer to these places otherwise it is unlikely that students on this side of campus will exercise frequently.

There's only so much that can be done with the Campus Center building. I would try to find a donor who is serious about building, from scratch, a first rate student union building that the College can point to with pride even a hundred years from now (Teviot Row House was built in 1889 and is still one of the most stunningly beautiful and utilitarian college buildings I have ever seen). It's a good investment in our future.

I think you need the blend of practicality with how the building looks. The college would do well to have an open entry way with a little more of a welcoming/inviting atmosphere.

Please, please, please don't engage in wastefulness like an atrium (what purpose does that serve?) or a "lounge" (there are already many lounges on campus that go largely unused). There are things that this campus could legitimately use, like better/more dining options, more study space, and more convenient exercise facilities (going

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**Program Data Sheet**

Room Name: Student Activities - Graduate Assistants Group Code: 11.44

Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Purpose or Use: Work areas for Graduate Assistants

Occupancy: 1 Graduate Ass'ts in each workstation

**Outline Description**

	Proposed ASF*
A. Four (4) Graduate Assistants each to include:	90 SF each
<ul style="list-style-type: none"> <li>• One (1) workstation with computer</li> <li>• One (1) task chair</li> <li>• Two (2) side chairs</li> <li>• One (1) file cabinet</li> </ul>	_____
	360

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_

Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: \_\_\_\_\_

Lighting Requirements:  Normal  Other: \_\_\_\_\_

Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_

(Identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_

Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_

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Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\_\_\_\_\_

\* ASF = Assignable Square Feet  
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**Program Data Sheet**

Group Code: 11.43

Room Name: Student Activities - Associate & Assistant Directors & Future Office

Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Purpose or Use: Private offices for the Associate & Assitant Directors & a Future Office

Occupancy: 1 Assoc. or Asst. Director and up to 3 or 4 visitors

**Outline Description**

Proposed ASF\*

A. One (1) Assoc. Director & Two (2) Asst. Director & One (1) Future Office each to include: 120 SF each

- One (1) workstation with computer
- One (1) task chair
- File cabinets/bookcases
- 3 or 4 guest chairs

\_\_\_\_\_

480

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_

Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: \_\_\_\_\_

Lighting Requirements:  Normal  Other: \_\_\_\_\_

Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_

(identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_

Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_

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Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\_\_\_\_\_

to the Recreation Center is essentially a pilgrimage).

MURALS!

The facilities themselves at the campus center are pretty great, but a bit dated. I might be a bit biased, but I think that the radio station really could use a more tailored space, and it would make sense to have a venue attached to the same building as the station b/c we could sponsor more small music events and attract more people from the campus/local community.

I'm not sure if the layout can be changed, but its just a weird setup, especially when you can't get from one side of the basement to another! A place to print stuff from laptops would be great too.

I live on the opposite side of campus, so I wouldn't use the Campus Center more than I did last year simply because it isn't that close, not because the changes wouldn't entice to visit more often. Next year if I live closer I would visit more frequently due to the changes I selected

The most important addition would definitely be more dining options in the Campus Center.

n/a

Create a hip scene not often found in the greater Williamsburg community. The prevailing adjective people use to describe Williamsburg is "colonial" and "boring." Therefore, the campus center should be designed in a manner that is contemporary, hip, and ultimately inviting to all students.

Creating study spaces that are open at all times of day and night would be helpful for students who have trouble finding space in swem library, but still prefer to study in a space other than their rooms

I always have thought that the Campus Center is not living up to its potential; it's a big building, with a lot of space, but I don't even know what have of the offices/spaces are like!

The building should be more streamlined. As it is right now, the offices are disjointed and sometimes hard to find. Also, eating in the Marketplace gets repetitive because the stations are always serving the same thing, day after day. More options at the existing dining places would be nice.

N/A

Have more accurate signs and a more friendly layout. I know even as a junior I couldn't find half the stuff if I hadn't already had someone help me or wonder around enough to find them.

I think upgrades to the new campus center would definitely be a good idea. Being in Jefferson, I have a lot of access to the Campus Center. I would love to see more brand named restaurants. For example an ice cream place, a chipotle, and a panda express on the meal plan would be a great change to the campus center.

I wish all of the places in the campus center took Flex/Express points...

I used to live in Hunt, so I always was in Campus Center. My main concern is that it wasn't open late enough. During storms it would have been nice to have a cut through. Also, when I walked home late at night alone, I felt safer when the Campus Center was randomly unlocked because it was a cut through so I didn't have to walk down the dark pathway alone.

New bike racks. The old ones are really confusing.

expanded seating areas

none

Also, it would be good if the building and any sort of meeting rooms could be open for students to use 24/7 or at least until around 1 or 2.

The architecture could be updated, the food could be more developed and other food options could be added.

Hope it actually gets improved! I'm sure the students will love it, no matter what type of renovation it was. Having the chick filet open all night would definitely be great for some.

have more seating in the marketplace area please! also, if the building gets redesigned, it should be more open and more easily navigable. If it could look like the business school (open foyer, multiple levels) I think it would be beautiful!

A more central location would be nice but improbable. Also, It would be nice to design it well and make it look beautiful!

N/A

Almost any improvement would be greatly received. I currently don't consider the campus center a place to meet friends or spend my free time. I only go there once or twice a week to go to the marketpalce. Study rooms, a barber shop, or some cardio equipment would go along way to making the campus center a more integrated part of the campus community. I also feel upgrading the campus center would encourage students to better utilize the offices housed in the campus center.

dont do something stupid.

Sounds like a lot of really great ideas, and is something that I think would really liven the campus us, having the potential to offer students more night-life options.

I actually think renovating the Campus Center is a bad use of the College's limited funds. I don't understand how a perfectly functional building's renovation can take priority over Tucker sitting empty for two years, Morton literally falling apart and flooding with every major rainstorm, and the College's students facing a housing shortage. If we have money available to renovate a building, it should go to Tucker, Morton, or residence halls.

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**Program Data Sheet**

Group Code: 11.42

Room Name: Student Activities - Assistant VP for Student Affairs

Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Purpose or Use: Private office for the Assistant VP for Student Affairs

Occupancy: 1 Asst. VP and several visitors

**Outline Description**

Proposed ASF\*

A. Asst. VP for Student Affairs Office to include:

- One (1) workstation with computer
- One (1) task chair
- File cabinets/bookcases
- Small round table with '3 or 4 guest chairs

120

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_

Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: \_\_\_\_\_

Lighting Requirements:  Normal  Other: \_\_\_\_\_

Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
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Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\_\_\_\_\_

\* ASF = Assignable Square Feet  
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**Program Data Sheet**

Group Code: 11.41

Room Name: Student Activities - Reception and Shared Support

Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Purpose or Use: A reception/waiting area and secretarial support for the Student Activities suite.

Occupancy: 2 employees and up to 5 guests

**Outline Description**

Proposed ASF\*

A. Student Activities Reception & Shared Support to include:

- One (1) workstation with computer for Office Manager
- One (1) small workstation with computer for Student Worker
- Two (2) task chairs
- Waiting area with guest/lounge seating for 5 people
- Area for students to complete forms

250

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_

Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: \_\_\_\_\_

Lighting Requirements:  Normal  Other: \_\_\_\_\_

Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_

(identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_

comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
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 \_\_\_\_\_  
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 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

Please get ride of the wood paneling; it looks ridiculously tacky and outdated.

NA

The layout of the present campus center could be improved considerably. It's very hard to figure out where you're going. The offices/rooms, in general, need an overall update to bring in more light, and to improve their look and smell. The restrooms, hallways, and offices always leave me with the impression that the building has been forgotten since the 1970s. Perhaps the Sadler Center has filled the gap, but it's very, very far away from that side of campus.

Tribe square is going to help a bit with food, but we really need more 24 hour options (especially because einstein bros has such limited hours). There is no way to really get groceries locally. Wawa and the student exchange aren't fulfilling that role. A barber shop seems like a good idea, but it would have to be pretty high quality to convince people to go there instead of waiting until they were home for a cut. I don't think it's worth building when we have no local grocery store.

The location of the Campus Center is something that is unfortunately not central, but we can't change that. However, I think giving it an edgier look and providing something that you can't get elsewhere on campus (perhaps a more dining options, or even a rec center or sorts to cover that end of campus) would be a huge asset to it. I want it to be a joy to go to the Campus Center. Now, if it's whether I have a meeting or perhaps a meal there, it's more of a chore. It takes effort going to that end of campus for (most) people, and the Campus Center really needs to offer something more.

I think that, although the campus center may be slightly antiquated, most efforts to improve the it would result largely in redundancies with other amenities on campus or be utterly superfluous. The money would be better spent elsewhere. Also, the word "Improved" is misspelled in the above prompt.

I think that while it is nice to try to improve the Campus Center, it seems sensible to finish building Tucker, build new resident halls and find a way to get Morton from flooding. The idea that every student who gets bumped walks into the CC to figure out what they are going to do (or to try to get in an overcrowd) seems like it would be even more upsetting to see other buildings get worked on before they can even get safe housing - the Units are not a form of safe housing, but I know I took it as a sophomore. Please try to use our money to improve our academic and residential buildings.

I have not used the Campus Center as a graduate student very much, but as an undergrad I ate and studied there at least 3 times a week.

N/A

Making the Campus center more inviting and extending the hours would give students more room to "spread out" on campus.

I think another gym is absolutely necessary, especially on old campus, since the current rec center is so far away. That should be the top priority even if it is not built at the campus center. The food at the marketplace convenience store would need to be much more reasonably priced before I would ever consider going there for

groceries.

I think an overhaul would be fantastic, but it seems like it could take a really long time. Also, I'm a little tired of all the construction going on on campus, even though I realize it's doing good things. I think a break might be nice.

Currently there's a sad-excuse for a dark-room located in the SEAC room. But honestly, the enlarger is always breaking, there's no room to move around, only one person can use it at a time, etc. etc. It would be nice for people interested in film-photography to have a larger, nicer facility. However, I understand that up-keep of a dark room can be expensive.

old campus is not well adapted for the lifestyle of a typical college student.....we need a gym and food service open 24/7 please!!!! I promise they will be used!

It would be really nice to have some kind of sit down restaurant in the Campus Center that could also be part of the meal plan. It would be nice for some kind of change.

Since the Marketplace is not open on weekends, it would be nice to either have that open or have some other source of meals that would be open on weekends in the Campus Center.

Good luck!

Something that is open 24 hours a day! And the marketplace should be open 7 days a week.

put chicken cheesesteaks back on the meal plan.

NA

None

Campus Center just needs a facelift. Not a pretty sight.

Emergent housing for off campus comuters or at lease semester long locker rental. High school size not those tiny weekly rentals from swem

The layout of the building is kind of confusing and parts of the building seem a little sketchy. I would rather have an easier-to-use, friendlier-looking space.

There should be a small food place open 24 hours like Wawa. The only thing would be that I feel like it would have to be pretty impressive to win over those who go to Wawa frequently.

Since we sadly have no photo classes here at the College, a new and larger darkroom would be extremely beneficial to those of us in the photo club.

The campus center needs to be attractive enough for students to visit on a daily basis and needs to be much bigger. Currently, there is not enough meeting space or lounge space and the layout of the building is quite

**College of William & Mary**  
 University Center Transformation  
 12/20/2011  
 Moseley/WTW Architects

**Program Data Sheet**

Group Code: 11.38

Room Name: Dean of Students - Health Education  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: \_\_\_\_\_  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

A. Health Education suite to include:		
• Reception/Waiting area to include:		120
- Lounge furniture with seating for 3-4		
- Brochure/literature rack		
• Three (3) Health Educator's Offices (1 Future) each to include: (120 SF each)		360
- One (1) workstation with computer		
- One (1) task chair		
- File cabinets/bookcases		
- Two (2) guest chairs		
• - Work Room for 1 Graduate Assistant and 1 Student Worker		120
- Two (2) workstations with computers		
- Two (2) task chairs		
• Storage area to include:		100
- Open shelving for literature/materials/etc.		
		<hr/>
		700

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
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Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\* ASF = Assignable Square Feet  
 F:\proj\1016 William and Mary\Programming\Program Data Sheets.xls

**Program Data Sheet**

Room Name: Dean of Students - Transfer Student Services Group Code: 11.37  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Private office for Transfer Student Services  
 Occupancy: 1 Assistant to the Dean and several visitors

**Outline Description**

Proposed ASF\*

A. Transfer Student Services to include:	
<ul style="list-style-type: none"> <li>• One (1) Assistant to the Dean Office to include: <span style="float: right;">120</span> <ul style="list-style-type: none"> <li>- One (1) workstation with computer</li> <li>- One (1) task chair</li> <li>- File cabinets/bookcases</li> <li>- Two (2) guest chairs</li> </ul> </li> </ul>	
	_____
	120

confusing. Furthermore, there's not much to do besides eat at the marketplace. Entertainment options such as a dedicated campus movie theater or a game room would do much to help make the campus center a more vibrant space. In terms of amenities, all the options listed in the survey would be great to include in the campus center but the priority should be on dining, lounge space, and study areas. I would like to see more dining options in the Marketplace or a restaurant that is open late as well. In addition, improved meeting space and rooms are a must. I also think that having areas set aside as a commons and different lounges (perhaps having one as formal and one as informal) as well as study space with access to computers would be great as well. Practice space for music students and galleries for artwork would also be good. Outside patio space (if possible) could also help the campus center. In addition, expanding the atrium would be good.

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: \_\_\_\_\_  
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Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

\* ASF = Assignable Square Feet  
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Proposed Program



Proposed Program

Program Data Sheet

Group Code: 11.36

Room Name: Dean of Students - Student Conduct

Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Purpose or Use: Office space for Student Conduct

Occupancy: 1 Graduate Assistant or 1 Associate Dean/Director and several visitors

Outline Description

Proposed ASF\*

A. Student Conduct to include:		
<ul style="list-style-type: none"> <li>• One (1) Associate Dean/Director Office to include: <span style="float: right;">150</span> <ul style="list-style-type: none"> <li>- One (1) workstation with computer</li> <li>- One (1) task chair</li> <li>- File cabinets/bookcases</li> <li>- Four (4) guest chairs</li> </ul> </li>   <li>• One (1) Full-time Graduate Assistant Office to include: <span style="float: right;">120</span> <ul style="list-style-type: none"> <li>- One (1) workstation with computer</li> <li>- One (1) task chair</li> <li>- Two (2) guest chairs</li> </ul> </li> </ul>		
		_____
		270

Note: this office will accommodate a future Asst. Dean

Basic Architectural Requirements (check all that apply):

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_

Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: \_\_\_\_\_

Lighting Requirements:  Normal  Other: \_\_\_\_\_

Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
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Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\_\_\_\_\_

\* ASF = Assignable Square Feet  
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**PROPOSED PROGRAM**

**Introduction**

The planning team developed the project program through an interactive process that engaged students, administrators and a wide variety of user groups. This process began with a visioning workshop with the building committee, followed by individual programming meetings with key user groups, an open forum for students at large, and a campus-wide online student survey. Over a four month process, the program was refined and synthesized into the following documents which are included in this section of the report:

Program Summary – A summarized listing of all program spaces

Program Data Sheets – A more detailed set of design requirements for each program space

Adjacency Diagrams – A relationship diagram for key departments to be housed in the proposed facility



**Program Data Sheet**

Room Name: Dean of Students - New Student Programs / Orientation Group Code: 11.35  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: \_\_\_\_\_  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

A. New Student Programs/Orientation to include:	
• One (1) Associate Dean/Director Office to include: - One (1) workstation with computer - One (1) task chair - File cabinets/bookcases - Four (4) guest chairs	150
• One (1) Future Assistant Director Office to include: - One (1) workstation with computer - One (1) task chair - File cabinets/bookcases - Two (2) guest chairs	120
• One (1) Graduate Assistant to include: - One (1) workstation with computer - One (1) task chair - One (1) guest chair	60
• Storage Room to include: - Five (5) storage cabinets or open shelving?	100
• Student Worker area (40 SF each) to include: - Two (2) workstations with computers - Two (2) task chairs	80
	510

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: \_\_\_\_\_  
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Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\_\_\_\_\_

\* ASF = Assignable Square Feet  
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**Pre-Final Program Summary**

	Existing Sadler Center ASF	Existing Campus Center ASF	Proposed Program ASF	Remarks:
<b>Group 1: Food Service</b>				
Dining	5607			
Catering	1971			
Catering Office	220			
Food Service	872			
Kitchen/Servery	5466			
Pantry	225			
Dining		4,899		
Servery/Kitchen		8,421		Current seating is 286 or about 19 sf/seat
1.1 Marketplace				
1.11 Marketplace Dining			7,600	Proposed seating for 400 at 19 sf/seat
1.12 Marketplace Servery			3,200	Proposed at 8 sf/seat
1.13 Marketplace Kitchen / Support			4,000	Proposed at 10sf/seat
1.14 Miscellaneous Storage			1,000	
1.15 Food Service Staff Offices			1,000	6-8 staff offices @ 120 sf each
1.2 Cafe / Coffee Shop			1,700	Servery plus seating for 40 - 50
1.3 Banquet Staging Pantry & Storage			1,500	
<b>Total Group 1: Food Service</b>	<b>14,361</b>	<b>13,310</b>	<b>20,000</b>	
<b>Group 2: Large Event Space</b>				
Chesapeake Room	6391			
Tidewater Room	4054	6,704		
Large Event Space				
2.1 Large Event Multipurpose Room				
2.11 Multipurpose Room			6,000	
2.12 Prefunction Space			1,200	
2.13 Storage			900	
2.14 A/V Support			200	
<b>Total Group 2: Large Event Space</b>	<b>10,445</b>	<b>6,704</b>	<b>8,300</b>	
<b>Group 3: Conference/Meeting Rooms</b>				
Meeting Room	174			
Meeting Room	585			
Meeting Room	949			
Meeting Room	957			
Meeting Rooms		1,736		
3.1 Large Meeting Room			1,500	1 room with seating for 60-80 (1,500 sf each)
3.2 Medium Meeting Rooms			3,000	3 rooms with seating for 40-50 (1,000 sf each)
3.3 Small Meeting Rooms			1,500	3 rooms with seating for 20-25 (500 sf each)
<b>Total Group 3: Conference / Meeting</b>	<b>2,665</b>	<b>1,736</b>	<b>6,000</b>	
<b>Group 4: Bookstore</b>				
4.1 Bookstore			0	
4.2 Spirit Store			3,000	
4.3 Computer Store			0	
<b>Total Group 4: Bookstore</b>			<b>3,000</b>	
<b>Group 5: Retail Services</b>				
Einstein Bagels	631			
Post Office	4471			
Student Exchange C-Store	2738			
Candy / Info Desk		135		
5.1 Convenience/Candy Store				(in 4.2)
5.2 ATM			20	
5.3 Unassignable Retail			1,000	
5.4 Unassignable Retail			600	
5.5 Unassignable Retail			500	
<b>Total Group 5: Retail Services</b>	<b>7,840</b>	<b>135</b>	<b>2,120</b>	
<b>Group 6: Auditorium</b>				
A/V	130			
Lower Auditorium	3470			
Support	499			
Upper Auditorium	848			
6.1 Multi-use Auditorium				
6.11 House Seating Area			2400	Seating for 200-225
6.12 Platform / Open Performance Space			600	
6.13 Support / Back of House			400	
6.14 A/V Control Booth			200	
6.15 Prefunction / Lobby			600	
<b>Total Group 6: Auditorium</b>	<b>4,947</b>		<b>4,200</b>	

**Program Data Sheet**

Group Code: 11.34

Room Name: Dean of Students - Academic Support Services

Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Purpose or Use: Office space for Academic Support Services

Occupancy: 1 Graduate Assistant or 1 Asst. Dean and several visitors

**Outline Description**

Proposed ASF\*

A. Academic Support Services to include:

- One (1) Assistant Dean Office to include: 120
  - One (1) workstation with computer
  - One (1) task chair
  - File cabinets/bookcases
  - Two (2) guest chairs
  
- One (1) Graduate Assistant to include: 60
  - One (1) workstation with computer
  - One (1) task chair
  - One (1) - Two (2) guest chairs

180

**Basic Architectural Requirements (check all that apply):**

- Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_
- Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_
- Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_
- HVAC Requirements:  Normal  Other: \_\_\_\_\_
- Lighting Requirements:  Normal  Other: \_\_\_\_\_
- Power Requirements:  Normal  Other: \_\_\_\_\_
- Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\_\_\_\_\_

**Program Data Sheet**

Group Code: 11.33

Room Name: Dean of Students - Disability Services  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: \_\_\_\_\_  
 Occupancy: 1 Asst. Dean, 1 Graduate Asst., and multiple students

**Outline Description**

Proposed ASF\*

- A. Disability Services suite to include:
- Four (4) Private Testing Rooms with glass fronts and soundproof walls (approx. 8' x 8')  
 - Height adjustable work table and task chair 210
  - Open Lab area 110  
 - Three (3) workstations with computers and task chairs (approx. 6' x 6' each)
  - Office for the Asst. Dean/Director of Disability Services: 120  
 - One (1) workstation with computer  
 - One (1) task chair  
 - File cabinets/bookcases
  - Office for a Graduate Assistant: 60  
 - Two (2) guest chairs  
 - One (1) workstation with computer  
 - One (1) task chair  
 - One (1) guest chair
- 500

**Basic Architectural Requirements (check all that apply):**

- Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: Soundproofing required  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: Would prefer a second means of access to this suite (i.e. a back door)  
Universal design - spaces need to accommodate visitors in wheelchairs  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_  
 \_\_\_\_\_

**Pre-Final Program Summary**

	Existing Sadler Center ASF	Existing Campus Center ASF	Proposed Program ASF	Remarks:
<b>Group 7: Recreation / Game Room</b>				
Game Room	1,200			
7.1 Recreation / Fitness			0	Deleted per 12/01/2011 meeting with the building committee
<b>Total Group 7: Recreation / Game Room</b>	<b>1,200</b>		<b>0</b>	
<b>Group 8: Lounge Spaces</b>				
Lodge One	686			
Lodge One	1663			
Lounge	354			
Lounge	414			
Lounge	440			
Lounge	710			
Lounge	840			
Lounge	840			
Lounge		1,707		
Lounge		1,030		
8.1 Lobby Lounge			1,500	
8.2 Main Lounges - Distributed			3,000	Lounge seating for 100-125 persons
8.3 Prefunction Lounges			0	In 2.12 and 6.15
8.4 Pocket Lounges - Distributed			2,000	
<b>Total Group 8: Lounge Space</b>	<b>5,947</b>	<b>2,737</b>	<b>6,500</b>	
<b>Group 9: Academic Related</b>				
Computer Study Lounge	1,686			
9.1 Collaborative Study Rooms			800	4 rooms with seating for 8 persons (200 sf each)
<b>Total Group 9: Academic Related</b>	<b>1,686</b>		<b>800</b>	
<b>Group 10: Student Organizations</b>				
Student Organizations		5,209		
Environmental Organizations		623		
Honor Council		206		
Lambda Alliance		215		
Student Publications Lab		871		
WCWM Radio		2,492		
The Flat Hat Newspaper		1,171		
Colonial Echo Yearbook		875		
Jump Magazine		234		
<b>10.1 Common Areas / Resources</b>				
10.11 Reception Area			200	
10.12 Student Activities Resource Area (SARA)			500	
10.13 Storage			500	
10.14 Post Office Mailbox Area			200	
<b>10.2 General Organizations &amp; Clubs</b>				
10.21 Open Work Lounge Area			3,000	
10.22 Common Meeting Rooms			500	2 rooms at 250 sf each
<b>10.3 Tier One Suites</b>				
10.31 Alma Mater Productions (AMP)			400	Open Work Space
10.32 Student Assembly			400	Open Work Space + President's Office
10.33 Fraternity and Sorority Execs			300	Open Work Space
10.34 Future Tier One Suite			300	Open Work Space
10.35 Future Tier One Suite			300	Open Work Space
<b>10.4 Tier Two Suites</b>				
10.41 Tier Two Offices			1,200	3 offices at 400 sf each
10.42 Student Legal Services			135	
10.43 Honor Council			180	
<b>10.5 Media Groups</b>				
10.51 The Flat Hat - Newspaper			900	
10.52 Echo - Yearbook			400	
10.53 WCWM - Radio			2,000	
10.54 WMTV - Television			500	
10.55 Literary Groups			400	2 offices at 200 sf each
10.6 Media Computer Lab			900	6-8 computer stations, work tables, and a small storage room
<b>Total Group 10: Student Organizations</b>		<b>11,885</b>	<b>13,215</b>	

\* ASF = Assignable Square Feet  
 F:\proj\1016 William and Mary\Programming\Program Data Sheets.xls

F:\proj\1016 William and Mary\Programming\5.02.12 Program Summary.xlsx

**Pre-Final Program Summary**

	Existing Sadler Center ASF	Existing Campus Center ASF	Proposed Program ASF	Remarks:
<b>Group 11: Administration</b>				
Administration	1533	242		
Building Manager		242		
Student Affairs		1,662		
Assistant to the Dean		147		
Dean of Students		1,493		
Dean of Students		895		
Dean of Students Grad Assistants		92		
Disability Services		607		
Health Ed		189		
Student Health/Ed		207		
Sexual Assault		204		
Existing Dean of Students Subtotal		3,834		
Student Activities		1,073		
Scheduling Office		273		
Accounting Office		227		
Existing Student Activities Subtotal		1,573		
Residence Life		2,093		
Student Legal Services		192		
ID Office		205		
11.1 Information / Management Office			300	Information Desk & 1 shared office
11.2 Student Affairs				
11.21 SA - Reception & Shared Support			200	2 workstations at 60 sf each + 80 sf waiting area
11.22 SA - VP of Student Affairs			240	200-240 sf office + 40 sf storage closet
11.23 SA - Assistants to the VP			240	2 offices at 120 sf each
11.24 SA - Copy/Coffee/Student Work Room			172	2 student workers at 36 sf ea + 100 sf for copy/fax/coffee/work space
11.25 SA - Secure File Room			60	Large enough for 3 lateral files
11.26 SA - Storage Room			300	
11.27 SA - Academic Regalia Storage			150	
SA - 20% circulation			272	
Student Affairs Subtotal			1,634	
11.3 Dean of Students				
11.31 DOS - Reception & Shared Support			1,060	
11.32 DOS - Office of the Dean			400	200 sf Office + 120 sf Office + 80 sf Office
11.33 DOS - Disability Services			500	4 Testing Rooms + open Lab + 120 sf Office + 60 sf Grad Asst.
11.34 DOS - Academic Support Services			180	120 sf Office + 60 sf Grad Asst.
11.35 DOS - New Student Programs/Orientation			510	(2) Offices + Grad Asst. + Storage + 2-3 Student Workers
11.36 DOS - Student Conduct			270	150 sf Office + 120 sf Grad Asst.
11.37 DOS - Transfer Student Services			120	120 sf Office
11.38 DOS - Health Education			700	
DOS - 20% circulation			748	
Dean of Students Subtotal			4,488	
11.4 Student Activities				
11.41 SA - Reception & Shared Support			250	
11.42 SA - Asst. VP for Student Affairs			120	
11.43 SA - Assoc. & Asst. Director Offices			480	4 offices at 120 sf each
11.44 SA - Graduate Asst. Office			360	4 workstations at 90 sf each
11.45 SA - Accounting Office			150	
11.46 SA - Scheduling Office			250	
11.47 SA - Storage Room			80	
11.48 SA - Copy/Coffee Work Room			80	
SA - 20% circulation			354	
Student Activities Subtotal			2,124	
11.5 Residence Life				
11.51 RL - Reception & Shared Support			340	4 workstations at 60 sf each + 100 sf waiting area
11.52 RL - Director of Residence Life Office			160	
11.53 RL - Associate & Asst. Director Offices			320	2 offices at 160 sf each
11.54 RL - Director of Housing Operations			160	
11.55 RL - Reception Office			80	
11.56 RL - Shared Office / Work Space			172	2 shared workstations at 36 sf each + 100 sf work space
11.57 RL - Storage / File Room			200	
11.58 RL - Copy / Print / Fax / Mail Room			80	
11.59 RL - Key Storage & Safe			14	
RL - 20% circulation			305	
Residence Life Subtotal			1,831	
11.6 Common Administrative Spaces				
11.61 Kitchen/Break Room			150	Kitchenette with dining tables and chairs
11.62 Large Conference Rooms			800	Two rooms at 400 SF each to seat 14-20 people
11.63 Small Conference Room			150	To seat 6-8 people
<b>Total Group 11: Administration</b>	<b>1,533</b>	<b>9,801</b>	<b>11,478</b>	

**Program Data Sheet**

Group Code: 11.32

Room Name: Dean of Students - Office of the Dean

Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Purpose or Use: Private offices for the Dean of Students

Occupancy: 1 Dean, 1 Senior Assistant Dean, 1 Office Manager and several visitors

**Outline Description**

Proposed ASF\*

- |                                                                                                                                                                                                                                           |     |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| <p>A. Dean of Students Office to include:</p> <ul style="list-style-type: none"> <li>• One (1) workstation with computer</li> <li>• One (1) task chair</li> <li>• File cabinets/bookcases</li> <li>• Seating for 5 guests</li> </ul>      | 200 |
| <p>B. Senior Assistant Dean Office to include:</p> <ul style="list-style-type: none"> <li>• One (1) workstation with computer</li> <li>• One (1) task chair</li> <li>• File cabinets/bookcases</li> <li>• Two (2) guest chairs</li> </ul> | 120 |
| <p>C. Office Manager Office to include:</p> <ul style="list-style-type: none"> <li>• One (1) workstation with computer</li> <li>• One (1) task chair</li> <li>• Two (2) File cabinet/bookcases</li> <li>• One (1) guest chair</li> </ul>  | 80  |
|                                                                                                                                                                                                                                           | 400 |

**Basic Architectural Requirements (check all that apply):**

- Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_
- Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_
- Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_
- HVAC Requirements:  Normal  Other: \_\_\_\_\_
- Lighting Requirements:  Normal  Other: \_\_\_\_\_
- Power Requirements:  Normal  Other: \_\_\_\_\_
- Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_
- (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_
- Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Program Data Sheet**

Group Code: 11.31

Room Name: Dean of Students - Reception and Shared Support  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A reception/waiting area and secretarial support for the Dean of Students suite.  
 Occupancy: Multiple staff and students

**Outline Description**

Proposed ASF\*

- A. Dean of Students Reception & Shared Support to include:
- Waiting area with guest/lounge chairs to seat 10-12 220
  - One (1) Receptionist workstation/task chair with computer 80
  - One (1) shared workstation/task chair with computer for Student Worker (near or behind Receptionist) 36
  - Records Room to include: 250
    - One (1) Records Clerk workstation/task chair with computer (open to Receptionist area)
    - Color printer
    - Fax/Copier
    - Paper storage
    - (18) vertical file cabinets for student files
  - Break Room to include: 120
    - Full size refrigerator, microwave and coffee
    - Counter with sink, overhead cabinets & base cabinets
    - Table and chairs to seat 4
  - Work Room to include:
    - Mail area with 20 mailboxes and counter/stuffing/prep area 30
    - Office Supply space with (6) storage cabinets 90
    - Two (2) workstations/task chairs with computers for 2 GRF's (36 sf each) 72
  - Storage Room to include: 162
    - File cabinets, storage cabinets and open shelving
- 1,060

**Basic Architectural Requirements (check all that apply):**

- Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: Vinyl tile in the Break Room
- Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_
- Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_
- HVAC Requirements:  Normal  Other: \_\_\_\_\_
- Lighting Requirements:  Normal  Other: \_\_\_\_\_
- Power Requirements:  Normal  Other: \_\_\_\_\_
- Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_
- (Identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_
- Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
A shared conference room that seats 20, Health Education, Honor Council

**Pre-Final Program Summary**

Proposed Program ASF	Existing Sadler Center ASF	Existing Campus Center ASF	Remarks:
<b>Group 12: Special Components</b>			
		1,302	
		388	
12.1 Center for Student Diversity			1,300
12.2 Meditation Room			400
12.3 International Students, Scholars, and Programs (ISSP)			1,440
12.4 Learning Odyssey Department			650
<b>Total Group 12: Special Components</b>		<b>1,700</b>	<b>3,790</b>
<b>Group 13: Maintenance / Building Support</b>			
13.1 Maintenance			
13.11 Maintenance Office	?	?	120
13.12 Maintenance Storage	?	?	120
13.2 IT / Telecommunications			
13.21 Main HUB	?	?	150
13.22 Telecom Closures	?	?	360 60 sf each
13.3 Custodial			
13.31 Custodial Closets & Storage	?	?	360 120 sf per floor
13.32 Custodial Lounge/Break Room/Lockers	?	?	150
13.33 Custodial Office	?	?	100
13.34 Chemical Storage	?	?	100
13.4 Receiving / Loading Dock	?	?	1200
13.5 EH&S	?	?	0
13.6 Recycling	?	?	350
13.7 General Storage			1000
<b>Total Group 13: Maint./Bldg. Support</b>			<b>4,010</b>
<b>Total Assignable SF</b>	<b>50,624</b>	<b>48,008</b>	<b>83,413</b>
<b>Total Non-Assignable SF</b>	<b>43,723</b>	<b>45,276</b>	<b>47,795</b>
Basement Gross SF (1958 building)		16,630	
Basement Gross SF (Trinkle Hall - south wing)		7,000	
First Floor Gross SF	33,308	42,643	
Second Floor Gross SF	34,564	16,450	
Third Floor Gross SF	26,475		
Attic		10,561	
<b>Total Gross SF</b>	<b>94,347</b>	<b>93,284</b>	<b>131,208</b>

\* ASF = Assignable Square Feet  
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College of William & Mary  
 University Center Transformation  
 12/20/2011  
 Moseley/WTW Architects

**Program Data Sheet**

Group Code: 1.11

Room Name: Marketplace Dining  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: General dining facility for the building  
 Occupancy: Seating for up to 400 persons

**Outline Description**

Proposed ASF\*

A. The Marketplace Dining to include:

- Food Stations - (Qty.?)
- Dining Tables - a variety of sizes
- Booths? / Bistro tables
- Dining Chairs & Stools
- Tray returns / Trash receptacles for recycling - built-in or freestanding?
- Built-in Counters for beverage and condiments?

7,600

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: Ceramic tile or other hard surface flooring  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: Accent walls with feature materials  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: Variety of materials  
 HVAC Requirements:  Normal  Other: Food Service grade  
 Lighting Requirements:  Normal  Other: Enhanced dimmable lighting (not fluorescent)  
 Power Requirements:  Normal  Other: Need additional power laptops

Equipment Requirements:  Telephone: Emergency phones  Computer: POS at cashier stations  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
High visibility zone  
Accent lighting  
Computer ports throughout (or wireless)  
Several TV monitors (flat screens) - shared with Lounge areas  
Display signage  
Security between outlets and dining area?

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Kitchen, Public Facilities

\* ASF = Assignable Square Feet  
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College of William & Mary  
 University Center Transformation  
 12/20/2011  
 Moseley/WTW Architects

**Program Data Sheet**

Group Code: 11.27

Room Name: Student Affairs - Academic Regalia Storage  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A storage room for academic regalia items  
 Occupancy: Storage only

**Outline Description**

Proposed ASF\*

A. Academic Regalia Storage Room to include:

- Open floor space for racks of gowns, etc that are wheeled in and out of this room
- Shelving and/or storage cabinets?
- Lockable door

150

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: Separate climate control  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: Ideally, this room should be located in a remote location near the loading dock.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Loading dock

\* ASF = Assignable Square Feet  
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**Program Data Sheet**

Group Code: 11.26  
 Room Name: Student Affairs - Storage Room  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A storage room for the Student Affairs suite  
 Occupancy: Storage only

**Outline Description**

Proposed ASF\*

- A. Storage Room to include:
- Open shelving for office supplies

300

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

**Program Data Sheet**

Group Code: 1.12  
 Room Name: Marketplace Servery  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: To provide cash sales food services to the University Center  
 Occupancy: 12 food service staff & up to 100 customers

**Outline Description**

Proposed ASF\*

- A. The Marketplace Servery to include:
- Food Stations - (Qty.?)
  - Cashiers Stations (Qty.?)
  - Built-in Counters for beverage and condiments?

3,200

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: Ceramic tile or other hard surface flooring  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: Ceramic tile  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: Lay-in, Food Service grade  
 HVAC Requirements:  Normal  Other: Food Service grade  
 Lighting Requirements:  Normal  Other: 70 foot candles  
 Power Requirements:  Normal  Other: Food Service level  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: POS at cashier stations  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: \_\_\_\_\_  
High visibility zone  
Negative air pressure  
Display signage  
Security between servery and dining area?  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Kitchen, Dining, Public Facilities

\* ASF = Assignable Square Feet  
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\* ASF = Assignable Square Feet  
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**Program Data Sheet**

Group Code: 1.13

Room Name: Marketplace Kitchen / Support  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: To provide back-of-house kitchen support to the Marketplace and Café/Coffee Shop.  
 Occupancy: Food Service staff - up to ? Persons

**Outline Description**

Proposed ASF\*

A. The Kitchen to include:

- Receiving
- Dry Storage
- Refrigerated Storage
- Freezer
- Non-food Storage
- Cold and Hot Preparation
- Dishwashing/storage?
- Utensil/Pot washing?
- Ice/soda support?
- Cart parking?
- Offices?
- Staff toilets/lockers?
- Janitor's closet

4,000

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: Quarry tile or Monolithic flooring  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: Ceramic tile or stainless steel  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: Lay-in, Food Service grade  
 HVAC Requirements:  Normal  Other: Food Service grade  
 Lighting Requirements:  Normal  Other: 70 foot candles  
 Power Requirements:  Normal  Other: Food Service level  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements:

Negative air pressure  
HVAC - Ducts for cooking (i.e. fryers, ovens)  
Access to loading dock  
The dining operation requires their own freight elevator

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

Marketplace Servery, Café/Coffee Shop, Freight Elevator

**Program Data Sheet**

Group Code: 11.25

Room Name: Student Affairs - Secure File Room  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A secure file room for the Student Affairs suite  
 Occupancy: Storage only

**Outline Description**

Proposed ASF\*

A. Secure File Room to include:

- Three (3) five-drawer high lateral files
- Lockable door

60

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\_\_\_\_\_

**Program Data Sheet**

Group Code: 11.24  
 Room Name: Student Affairs - Copy/Coffee/Student Work Room  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: An enclosed work room for the Student Affairs suite.  
 Occupancy: 2 student workers and occasional staff

**Outline Description**

Proposed ASF\*

A. Copy/Coffee/Student Work Room to include:

- Two (2) student workers each to include:
  - One (1) workstation and computer (approx. 6' x 6')
  - One (1) task chair
- Copier (for Student Affairs staff/student use, not a general-use copier for all departments)
- Fax machine
- Work counter for collating copier projects
- Coffee machine

36 SF each

---

172

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

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\* ASF = Assignable Square Feet  
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**Program Data Sheet**

Group Code: 1.14  
 Room Name: Miscellaneous Storage  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: To provide miscellaneous storage for the Marketplace and Café/Coffee Shop.  
 Occupancy: Storage only

**Outline Description**

Proposed ASF\*

A. The Storage Room to include:

- Metal shelving units
- 

---

1,000

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: Quarry tile or Monolithic flooring  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: \_\_\_\_\_  
Access to loading dock  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

Marketplace Servery, Café/Coffee Shop, Freight Elevator

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\* ASF = Assignable Square Feet  
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**Program Data Sheet**

Group Code: 1.15

Room Name: Food Service Staff Offices  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Professional offices for the Food Service staff.  
 Occupancy: 1 Food Service employee in each office with occasional visitors

**Outline Description**

Proposed ASF\*

A. (6) - (8) Food Service Staff Offices, each to include: 120 SF each

- One (1) workstation with computer
- One (1) task chair
- File cabinet
- Bookcase

1,000

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Food Service operations

\* ASF = Assignable Square Feet  
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**Program Data Sheet**

Group Code: 11.23

Room Name: Student Affairs - Assistants to the VP  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Private offices for the Assitants to the VP  
 Occupancy: 1 assistant with several visitors in each office

**Outline Description**

Proposed ASF\*

A. Two (2) Assistants to the VP Offices each to include: 120 SF each

- One (1) workstation with computer
- One (1) task chair
- One (1) file cabinet/bookcase
- Two (2) guest chairs

240

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

\* ASF = Assignable Square Feet  
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**Program Data Sheet**

Group Code: 11.22

Room Name: Student Affairs - VP of Student Affairs Office  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Private office for the VP of Student Affairs  
 Occupancy: 1 VP and several visitors

**Outline Description**

Proposed ASF\*

A. VP of Student Affairs Office to include:

- One (1) workstation with computer
- One (1) task chair
- File cabinets / bookcases
- Two (2) guest/lounge chairs
- Conference table to seat 4 people
- Storage closet (40 SF)

\_\_\_\_\_

240

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements:

\_\_\_\_\_ Ability for the VP to go directly into a larger conference room that seats 15-20 people  
 \_\_\_\_\_ from her office which also has access to the hallway as a back exit.  
 \_\_\_\_\_ Soundproofing between the VP office and the adjacent conference room.  
 \_\_\_\_\_ Visual barrier for privacy between waiting area and VP's office but still allowing  
 \_\_\_\_\_ the secretary to better manage access to the VP.  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

**Program Data Sheet**

Group Code: 1.2

Room Name: Café / Coffee Shop  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Independent café/coffee cash sales and casual dining - extended hours  
 Occupancy: A few employees and seating for 40-50 persons

**Outline Description**

Proposed ASF\*

A. Café / Coffee Shop to include:

- Serving Counter
- Cashier Station(s)
- Food and Beverage Display
- Coffee brewing / coffee service
- Sink with hot and cold water for hand washing
- Refrigeration (undercounter refrigeration at a minimum)
- Cafe Tables and Dining Chairs
- Bar-height Tables and Stools
- Some Lounge chairs and Occasional tables
- Tray returns / Trash receptacles for recycling - built-in or freestanding?
- Area for live performances?
- How much storage?

\_\_\_\_\_

1,700

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: Ceramic, wood or other hard surface flooring  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: Accent walls with feature materials  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: Variety of materials  
 HVAC Requirements:  Normal  Other: Food Service grade ?  
 Lighting Requirements:  Normal  Other: Enhanced dimmable lighting (not fluorescent)  
 Power Requirements:  Normal  Other: Utility services as required for food services

Equipment Requirements:  Telephone: Emergency phones  Computer: POS at cash register  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements:

\_\_\_\_\_ Display signage.  
 \_\_\_\_\_ Accent lighting.  
 \_\_\_\_\_ Several TV monitors (flat screens)  
 \_\_\_\_\_ Computer ports throughout (or wireless)  
 \_\_\_\_\_ Open to public when Marketplace Dining is closed?  
 \_\_\_\_\_ Zone access after hours for late night programming?  
 \_\_\_\_\_ Built-in stage (use for coffeehouse seating during the day)  
 \_\_\_\_\_ Built-in sound and lighting for coffeehouse performances

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

Marketplace Kitchen, Public Facilities, Front Door

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**Program Data Sheet**

Group Code: 1.3

Room Name: Banquet Staging Pantry & Storage  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Smaller support pantry for banquet facilities  
 Occupancy: Food Service staff - up to 6? persons

**Outline Description**

Proposed ASF\*

B. The Staging Kitchen to include:

- Banquet cart parking
- Plating
- Hot holding
- Dish wash/dish park
- Beverage
- Ice production
- Pot wash

1,500

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: Quarry tile or Monolithic flooring  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: Ceramic tile or stainless steel  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: Accessible sanitary ceiling  
 HVAC Requirements:  Normal  Other: HVAC and exhaust for hoods  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: For banquet food service equipment  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements:

Utility services as required for food service equipment  
 \_\_\_\_\_  
Access to loading dock  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Multipurpose Room and Large Meeting Rooms

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**Program Data Sheet**

Group Code: 11.21

Room Name: Student Affairs - Reception and Shared Support  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A reception/waiting area and secretarial support for the office of Student Affairs.  
 Occupancy: 2 employees and several guests

**Outline Description**

Proposed ASF\*

A. Student Affairs Reception & Shared Support to include:

- Two (2) workstations with computers
- Two (2) task chairs
- Waiting area with guest/lounge chairs to seat 3-4 people

60 SF each

80 SF

200

Note: The 2 secretarial workstations should have acoustic separation from the waiting area for conversations of private/confidential nature.

Note: If plans for the building include space for a shared receptionist serving multiple offices/departments, that may change the staffing and space needs.

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: Prefer natural light and minimal fluorescent lighting.  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements:

Easy access to an elevator and loading dock for moving event supplies to vehicles outside.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

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**Program Data Sheet**

Group Code: 11.1

Room Name: Information Desk / Management Office  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Provide general university information, including event and campus service information  
 Occupancy: Several staff members, multiple customers

**Outline Description**

Proposed ASF\*

- A. Information Desk to include:
- Custom casework with transaction surface large enough for 2 employees?
  - Two computers at counter?
  - Two (2) Task Chairs
  - Electronic directory/large screen video?
  - Filing / Storage needs? Lockable storage/miscellaneous filing beneath counter
  - Space to sell newspapers?
  - Built-in brochure/advertising boards?
  - Tackable panel to post information?
  - Control panel and mic for building paging system?
  - Control panel and monitor for closed circuit TV security system?
  - Cash register?
  - Card scanner?
  - 'William & Mary' signage/logo? 'Information Desk' signage?
- B. Management Office to include:
- One (1) workstation with computer
  - One (1) task chair
  - One (1) storage cabinet
  - Safe
  - Space for Lost & Found items

300

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: Carpet behind desk, hard surface flooring on customer side of desk

Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: \_\_\_\_\_

Lighting Requirements:  Normal  Other: Feature lighting above desk

Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: Security grille - lockable for security?  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Main Lobby and entrance to building

**Program Data Sheet**

Group Code: 2.11

Room Name: Multipurpose Room  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Flexible, multifunctional space for large events, performances, conferences, banquets, etc.  
 Occupancy: Banquets of up to 350 persons, lecture/performance for up to 550 persons

**Outline Description**

Proposed ASF\*

- A. Multipurpose Room to accommodate the following:
- Banquet events (banquet tables and chairs) for 350 persons
  - Lecture/performance events (seating) for 550 persons
  - Portable stage equipment including steps and risers for a 20' x 40' stage - fixed stage at one end
  - Divisible with movable soundproof walls into 3 smaller rooms with separate HVAC and lighting controls for each.
  - 2 or 3? Motorized projection screens - ceiling mounted video projection in all ballroom areas.
  - Programmable general lighting and performance lighting
  - Built-in sound system with microphone wall jacks at perimeter
  - Podium with PowerPoint/PC capability (portable) with ports at several locations
  - Wall sconce type accent lighting
  - If no wood floor, then provide a portable wood dance floor?

6,000

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: Wood floor

Suggested Wall Finishes:  Paint  Wallcovering  Other: Wood chair rail, wood trim and wood base

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: Zoned for multiple use

Lighting Requirements:  Normal  Other: Programmable for general and performance use

Power Requirements:  Normal  Other: Extensive coverage for exhibitions/conferences

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: Available at multiple locations  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: Extensive duplex outlets for exhibitions and conferences; 400 amp disconnect service for touring bands/performances; phone and data outlets at perimeter walls.  
Separate direct load in for events.  
High quality lighting to include wall sconces.  
Ceilings that are high enough to accommodate inflatables (what is that height?)  
Ideally, it would be valuable to tie into an outdoor space.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Banquet Staging Kitchen, Storage, Freight Elevator, Prefunction Area, A/V Support, Public Facilities

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**Program Data Sheet**

Group Code: 2.12

Room Name: Prefunction Space  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Pre-function space for events in the Multipurpose Room  
 Occupancy: Lounge seating for 15-25, registration for up to 550 people

**Outline Description**

Proposed ASF\*

- A. Prefunction area to include:
- Lounge seating
  - Portable registration table

1,200

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Multipurpose Room, Public Facilities

**Program Data Sheet**

Group Code: 10.6

Room Name: Media Computer Lab  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A computer work area for the Media organizations  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

- A. The Media Computer Lab to include:
- 6 - 8 workstations with computers
  - Work tables
  - Small storage room for (quantity?) shelving and/or storage/file cabinets

900

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Flat Hat newspaper, Echo yearbook, WCWM Radio, WMTV, Literary Groups

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**Program Data Sheet**

Group Code: 10.55

Room Name: Literary Groups  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Shared office/work areas for the Literary Group organizations  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

- A. The Literary Group suite to include:
- Two (2) offices each to include: 200 SF each
    - Several desks with filing and computers
    - Central conference table and chairs to seat 6-8 people
    - Closet for leftover publications in boxes
- \_\_\_\_\_
- 400

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: 24 hour zone access?  
Card swipe access  
 \_\_\_\_\_  
Need a delivery storage area/holding room for 6-12 boxes of materials located near the elevator or loading dock.  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Flat Hat newspaper, Echo yearbook, WCWM Radio, WMTV, Media Computer Lab

**Program Data Sheet**

Group Code: 2.13

Room Name: Storage  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Storage of tables, chairs, stage components, and miscellaneous equipment.  
 Occupancy: Storage only

**Outline Description**

Proposed ASF\*

- A. Storage Room to include:
- Storage for tables, chairs & miscellaneous equipment items required for the Multipurpose Room
  - Performance lighting truss with supports and lighting instruments
  - Portable speakers, microphones, cables, etc.
- \_\_\_\_\_
- 900

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: Painted fiber board  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: Shelving on one wall of storage area?  
Multiple entry points?  
Provide a small work bench in this room?  
Storage and freight elevators should be adjacent to one another and close and accessible to the Multipurpose Room.  
Prefer NOT to share a freight elevator with food service.

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Multipurpose Room, Freight Elevator

**Program Data Sheet**

Room Name: A/V Support  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Storage of A/V equipment for the Multipurpose Room  
 Occupancy: A/V Staff - several persons

Group Code: 2.14

**Outline Description**

Proposed ASF\*

A. A/V Support Room to include:

- Audio/Visual control for events in the Multipurpose Room
- Audio system control panel and equipment
- Projection system control and equipment
- Lighting system control and equipment
- Storage for miscellaneous A/V accessories
- Operable vision windows into the Multipurpose Room
- Theatrical lighting system / equipment to support a variety of performance events
- Performance lighting truss with supports and lighting instruments
- Portable speakers, microphones, cables, etc.

200

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: Plywood  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: Dimmable task lighting during performances  
 Power Requirements:  Normal  Other: Power for A/V equipment and systems  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: Provide a small work bench in this room?  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Multipurpose Room

**Program Data Sheet**

Room Name: WMTV - Television  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: An office/work area for the WMTV organization  
 Occupancy: \_\_\_\_\_

Group Code: 10.54

**Outline Description**

Proposed ASF\*

A. The WMTV suite to include:

- TV Studio with Logo wall
- Office/Production with (2) workstations with computers
- Secure equipment storage closet (40 SF)
- Lounge seating?
- (?) Storage cabinets
- (?) File cabinets
- 4' x 4' tack board

500

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: Special lighting requirements?  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: 24 hour zone access?  
Card swipe access  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Flat Hat newspaper, Echo yearbook, WCWM Radio, Literary Groups, Media Computer Lab

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**Program Data Sheet**

Group Code: 10.53

Room Name: WCWM - Radio  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: An office/work area for the campus WCWM radio organization  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

- A. The WCWM Radio suite to include:
- "On Air" Studio (approx. 11' x 15') with counter for electronic equipment & shelves for CDs
  - Production Studio (approx. 11' x 15')
  - Recording Studio (approx. 11' x 15')
  - Reception area to include (1) workstation with computer and files
  - Reception area to also include Guest/Lounge chairs with seating for ?
  - Music Library to include (how many?) linear feet of shelving for CDs
  - (How many?) linear feet of shelving for record albums?
  - (?) Storage cabinets
  - (?) File cabinets
  - 4' x 4' tack board
  - Storage for remote equipment (approx. 60 SF)

Note: Need to discuss the space requirement for this space.

2,000

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: 24 hour zone access?  
Card swipe access  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Flat Hat newspaper, Echo yearbook, WMTV Television, Literary Groups, Media Computer Lab

**Program Data Sheet**

Group Code: 3.1

Room Name: Large Meeting Room  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Conference/meeting room for large groups  
 Occupancy: 60 - 80 persons

**Outline Description**

Proposed ASF\*

- A. One (1) Large Meeting Room to include:
- Lecture style seating for 60-80 persons
  - Alternative layout (banquet configuration) with tables and chairs
  - Large built-in motorized projection screen and equipment appropriate for use in this room
  - Built-in sound system with microphone wall jacks at perimeter?
  - Podium with PowerPoint/PC capability (portable) with ports at several locations?
  - Programmable general lighting, performance lighting? & general wall sconce type accent lighting?
  - Do windows need to be room darkening with motorized blackout shades?
  - May want to consider movable wall system to divide this room into two smaller meeting rooms.
  - Buffet credenza(s) with lockable base cabinets
  - Acoustical and tackable wall surfaces?
  - Chair rail for display boards?
  - Alcove vestibule entrances

1,500

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: Or wood floor?  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: Wood trim, chair rail and base  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: Dimmable lighting control  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: Room to be prepared for portable A/V equipment and presentations.  
Window blinds or drapery required (with black out lining?)  
Provide vision light at entrance doors.  
Room to have teleconferencing capability.  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Other Meeting Rooms and Public Facilities

**Program Data Sheet**

Group Code: 3.2  
 Room Name: Medium Meeting Rooms  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Conference/meeting room for medium-size groups  
 Occupancy: 40 - 50 persons

**Outline Description**

Proposed ASF\*

- A. Three (3) Medium Meeting Rooms each to include the following: 1,000 SF each
- Flexible conferencing tables (seminar configuration) with seating for 40-50 persons
  - Alternative layout (lecture configuration) for 80 persons
  - Large built-in motorized projection screen and equipment appropriate for use in this room?
  - Podium with PowerPoint/PC capability (portable) with ports at several locations?
  - Do windows need to be room darkening with motorized blackout shades?
  - A/V display board with marker board
  - Buffet credenza(s) with lockable base cabinets?
  - Acoustical and tackable wall surfaces?
  - Chair rail for display boards?
  - Alcove vestibule entrances

3,000

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: Wood trim, chair rail and base  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: Dimmable lighting control  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: Room to be prepared for portable A/V equipment and presentations.  
Window blinds or drapery required (with black out lining?)  
Provide vision light at entrance doors.  
Room(s) to have teleconferencing capability.  
Plan for movable partitions (sound master type) between rooms to allow several rooms to be opened up into one larger space.  
One movable podium to be provided in each room.

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Other Meeting Rooms and Public Facilities

**Program Data Sheet**

Group Code: 10.52  
 Room Name: Echo - Yearbook  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: An office/work area for the Echo yearbook organization  
 Occupancy: Multiple student personnel

**Outline Description**

Proposed ASF\*

- A. The Echo newspaper suite to include:
- Two (2) workstations with computers?
  - (? linear feet) Shelving for Archive yearbook storage
  - (?) Storage cabinets
  - (?) File cabinets
  - 4' x 4' tack board
  - Lounge seating for 3 people?
  - Conference table and chairs to seat 6 people?

400

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: 24 hour zone access?  
Card swipe access  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Flat Hat newspaper, WCWM Radio, WMTV Television, Literary Groups, Media Computer Lab

\* ASF = Assignable Square Feet  
 F:\proj\1016 William and Mary\Programming\Program Data Sheets.xls

\* ASF = Assignable Square Feet  
 F:\proj\1016 William and Mary\Programming\Program Data Sheets.xls

**Program Data Sheet**

Group Code: 10.51

Room Name: The Flat Hat - Newspaper  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: An office/work area for members of the Flat Hat to produce the student newspaper.  
 Occupancy: Multiple student personnel

**Outline Description**

Proposed ASF\*

A. The Flat Hat suite to include:

- Ten (10) workstations with computers
- Lounge seating for 10-12 people
- Small storage closet for supplies & equipment (40 SF)
- Archive newspaper storage in (quantity?) file cabinets and/or shelving
- 4' x 4' tack board

900

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: 24 hour zone access?  
Card swipe access  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Echo yearbook, WCWM Radio, WMTV Television, Literary Groups, Media Computer Lab

**Program Data Sheet**

Group Code: 3.3

Room Name: Small Meeting Rooms  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Conference/meeting room for small groups  
 Occupancy: 20 - 25 persons

**Outline Description**

Proposed ASF\*

A. Three (3) Small Meeting Rooms each to include the following:

500 SF each

- Central conference table with seating for 20-25 persons
- Perimeter seating for an additional 10 persons
- A/V display board with projection screen and marker board
- Buffet credenza with lockable base cabinets?
- Acoustical and tackable wall surfaces?
- Chair rail for display boards?

1,500

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: Dimmable lighting control  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: Room to be prepared for portable A/V equipment and presentations.  
Window blinds or drapery required (with black out lining?)  
Provide vision light at entrance doors.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Other Meeting Rooms and Public Facilities

**Program Data Sheet**

Group Code: 4.1

Room Name: Bookstore  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A full Bookstore, Spirit Store and small Computer Store to service the campus  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

A. Bookstore Sales Area (80% of total Bookstore) to include:	
• General shelving/display racks	750
• Text/trade books (must be able to secure) Textbooks after rush period (Lock down)	6415
• Emblematic goods	1000
• Cards/Gifts	500
• Computer/Technology?	1500
• School supplies	500
• (1) Check out counter	60
• (4 or 5) Cash registers	
B. Support Area to include:	
• (2 or 3) Fitting Rooms	200
• Cash count room	300
• Bookstore Manager's office	275
• Receiving/Processing area	275
• Storage/Stock room (see note below)	2250
• Conference Room	375
• Admin. Office Space for 6-8 Staff in cubicals	600
	<u>15,000</u>

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: storage areas to have vinyl tile, public areas to have ceramic tile or other hard surface flooring

Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: \_\_\_\_\_

Lighting Requirements:  Normal  Other: Display and track lighting

Power Requirements:  Normal  Other: Coolers ? and computer systems

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: systems

(identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: several

Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: Loading dock  
Security System with video surveillance  
Computer System  
POS System - located throughout store  
Storage/Stock Room should allow for pallets from loading dock. It can be partially secured or can be locked down with caging (for computers, etc.)  
Music Zone - tied into central "A/V Room" for building. A/V Room for building operates all music zones, projectors, screens, camera surveillance, etc.

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

**Program Data Sheet**

Group Code: 10.43

Room Name: Student Organizations & Clubs - Honor Council  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: An office/work area for the Honor Council organization  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

A. Honor Council suite to include:	
• Two (2) workstations with computers	
• One (1) small table with 4 Guest chairs	
• One (1) Storage cabinet	
• Two (2) File cabinets	
• One (1) 4' x 4' tack board	

Note: Need to discuss location for this group. Probably not located in this area. 180

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_

Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: \_\_\_\_\_

Lighting Requirements:  Normal  Other: \_\_\_\_\_

Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_

(identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_

Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
This organization being visible while needing privacy is a concern.  
A private hearing space is also a concern. Perhaps an administrative conference space may serve this role as it does currently?  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

**Program Data Sheet**

Group Code: 10.42

Room Name: Student Organizations & Clubs - Student Legal Services  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: An office/work area for the Student Legal organization  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

- A. Student Legal Services suite to include:
- One (1) main workstation with computer
  - 2-3 Guest chairs
  - One (1) Storage cabinet
  - Two (2) File cabinets
  - One (1) 4' x 4' tack board

135

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

**Program Data Sheet**

Group Code: 4.2

Room Name: Spirit / Convenience / Candy Store  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A spirit / convenience / candy store to service the campus  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

- A. Spirit Store to include:
- Clothing display/racks (carpet) 1000
  - Slot wall display 200
  - W&M paraphernalia 600
  - General stock room 400
  - Secured Storage room 250
  - Secured safe room 175
- B. Convenience /Candy Store to include:
- Display shelving/units for convenience and candy items 100
  - Refrigerated beverage units (Plug-n-Play, not walk-in type) 100
  - One (1) Check-out counter with 3-4 registers 175

3,000

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: storage areas to have vinyl tile, public areas to have ceramic tile or other hard surface flooring  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: Display and track lighting  
 Power Requirements:  Normal  Other: Coolers (possibly)

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: system  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: several  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: Cash register - POS data connections  
Small loading dock area or designed to share same loading dock for building.  
Security System with video surveillance  
Computer System  
Music Zone - tied into central "A/V Room" for building. A/V Room for building operates all music zones, projectors, screens, camera surveillance, etc.

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

**Program Data Sheet**

Group Code: 5.2

Room Name: ATM  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: \_\_\_\_\_  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

A. ATM to include:

- (1) built-in ATM
- Secure rear access to the machine

20

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: \_\_\_\_\_  
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 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

**Program Data Sheet**

Group Code: 10.41

Room Name: Student Organizations & Clubs - Tier Two Offices  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: An office/work area for Tier Two student organization suites  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

A. Three (3) Tier Two Office Suites, each to include:

400 SF each

- Three (3) workstations with computers
- Guest chairs
- Three (3) Storage cabinets
- Three (3) File cabinets
- Three (3) 4' x 4' tack boards

1,200

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: \_\_\_\_\_  
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 \_\_\_\_\_  
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 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

**Program Data Sheet**

Group Code: 10.35

Room Name: Student Organizations & Clubs - Future Tier One Suite  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: An open work space for a future Tier One student organization suite  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

- A. Future Tier One Suite to include:
- (?) workstations with computers
  - Guest chairs
  - (?) Storage cabinets
  - (?) File cabinets
  - 4' x 4' tack board

\_\_\_\_\_

300

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

**Program Data Sheet**

Group Code: 5.3

Room Name: Unassignable Retail  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A white box area for future build-out of a retail space  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

- A. Unassignable Retail area to include:
- Primary utilities to space

\_\_\_\_\_

1,000

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
To be located on the 1st floor at Atrium or Lobby area

**Program Data Sheet**

Group Code: 5.4  
 Room Name: Unassignable Retail  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A white box area for future build-out of a retail space  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

- A. Unassignable Retail area to include:
- Primary utilities to space

600

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

To be located on the 1st floor at Atrium or Lobby area

**Program Data Sheet**

Group Code: 10.34  
 Room Name: Student Organizations & Clubs - Future Tier One Suite  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: An open work space for a future Tier One student organization suite  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

- A. Future Tier One Suite to include:
- (?) workstations with computers
  - Guest chairs
  - (?) Storage cabinets
  - (?) File cabinets
  - 4' x 4' tack board

300

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

**Program Data Sheet**

Group Code: 10.33

Room Name: Student Organizations & Clubs - Fraternity and Sorority Execs  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: An open work space for fraternity and sorority executives  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

- A. Fraternity and Sorority Exec Suite to include:
- Two (2) workstations with computers
  - Guest chairs
  - (?) Storage cabinets
  - (?) File cabinets
  - 4' x 4' tack board
  - Small table with seating for 4 for committee meetings.

300

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

**Program Data Sheet**

Group Code: 5.5

Room Name: Unassignable Retail  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A white box area for future build-out of a retail space  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

- A. Unassignable Retail area to include:
- Primary utilities to space

500

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
To be located on the 1st floor at Atrium or Lobby area

**Program Data Sheet**

Room Name: Multi-use Theater Group Code: 6.11  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Theater for films, lectures, student activities, and small performances  
 Occupancy: 200 - 225 persons

**Outline Description**

Proposed ASF\*

A. Multi-use Theater to include:

- Gently sloped floor with seating for 200-225 persons (not stadium seating)
- Dolby digital sound system with side wall speakers
- General and performance lighting system (dimnable)
- Flat floor area in front of the stage (with movable seats at the front of the Theater)

2,400

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: Carpet at aisles; vinyl or other hard surface flooring under seating

Suggested Wall Finishes:  Paint  Wallcovering  Other: Acoustical wall treatment

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: Sound isolation/baffle for HVAC

Lighting Requirements:  Normal  Other: General and performance lighting - dimmable

Power Requirements:  Normal  Other: 200 amp disconnect service for performance

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: At podium  
 Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

Public Facilities

\* ASF = Assignable Square Feet  
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**Program Data Sheet**

Room Name: Student Organizations & Clubs - Student Assembly Group Code: 10.32  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: An open work space for Student Assembly with 1 President's Office  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

A. Student Assembly Suite to include:

- (?) workstations with computers
- Guest chairs
- (?) Storage cabinets
- (?) File cabinets
- 4' x 4' tack board
- President's Office
  - One (1) workstation with computer
- Separate enclosed conference room with a central table and seating for 8.
- Lounge furniture for 8 people

400

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_

Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_

Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_

HVAC Requirements:  Normal  Other: \_\_\_\_\_

Lighting Requirements:  Normal  Other: \_\_\_\_\_

Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\* ASF = Assignable Square Feet  
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**Program Data Sheet**

Group Code: 10.31

Room Name: Student Organizations & Clubs - Alma Mater Productions (AMP)  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: An open work space for Alma Mater Productions (AMP)  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

- A. Alma Mater Production Suite to include:
- (?) workstations with computers
  - Guest chairs
  - (?) Storage cabinets
  - (?) File cabinets
  - 4' x 4' tack board
  - Small conference table and chairs to seat 8 people.
  - Lounge furniture for 6-8 people
  - Storage closet for supplies, etc.

\_\_\_\_\_

400

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: Need substantial amount of basement storage  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

**Program Data Sheet**

Group Code: 6.12

Room Name: Platform / Open Performance Space  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A platform stage for the Theater  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

- A. Performance Platform to include:
- A flat floor surface for performances at the front of the theater (20' x 30' in size)
  - Fixed commercial movie screen with curtain
  - DVD and video projection
  - General and performance lighting system (dimnable)
  - Speaker podium with PowerPoint/PC capability (portable)
  - Teleconference capability

\_\_\_\_\_

600

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: Wood or other hard surface  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: Acoustical wall treatment?  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: Sound isolation/baffle for HVAC  
 Lighting Requirements:  Normal  Other: General and performance lighting - dimmable  
 Power Requirements:  Normal  Other: 200 amp disconnect service for performance

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: At podium  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Public Facilities

**Program Data Sheet**

Room Name: Support / Back-Of-House Group Code: 6.13  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Support space and storage for the Theater  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

- A. Support / Back-of-House area to include:
- Two small Dressing Rooms
  - Table or makeup counter with sink and mirror
  - Two (2) small toilet rooms
  - Misc. storage

400

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: Plywood  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: Backstage access to utility hallways and freight elevators is important.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Theater

**Program Data Sheet**

Room Name: Student Organizations - Common Meeting Rooms Group Code: 10.22  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: General meeting rooms for student organizations  
 Occupancy: Up to 10 persons

**Outline Description**

Proposed ASF\*

- A. Two (2) Meeting Rooms, each to include:
- Central conference table with seating for 10 persons
  - One wall to be acoustical and tackable?
  - Chair rail for display boards?
  - Marker board?

250 sf each

500

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: Room to be prepared for portable A/V equipment and presentations?  
Window blinds or drapery required?  
Provide vision light at entrance doors?  
Room to have teleconferencing capability?  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

**Program Data Sheet**

Group Code: 10.21

Room Name: Student Organizations & Clubs - Open Work Area  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A general open work area for student organizations and clubs  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

- A. Open Work Area to include:
- Lounge seating
  - Work tables and chairs
  - Marker board?

Note: Need to discuss the appropriate SF for this area. 3,000

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

**Program Data Sheet**

Group Code: 6.14

Room Name: A/V Control Booth  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Audio visual control for the Theater  
 Occupancy: Several A/V staff

**Outline Description**

Proposed ASF\*

- A. A/V Control Booth to include the following:
- Audio/visual control for events in the theater
  - Audio system control panel and equipment
  - Projection system control panel and equipment
  - Lighting system control panel and equipment
  - Storage for miscellaneous A/V accessories
  - Operable vision windows into theater

200

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: Dimmable with task lighting during performances  
 Power Requirements:  Normal  Other: Power for A/V equipment and systems

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Theater

**Program Data Sheet**

Group Code: 6.15

Room Name: Prefunction  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Prefunction area for the Theater  
 Occupancy: Up to 150 Persons

**Outline Description**

Proposed ASF\*

A. Prefunction area to include:

- Lounge seating
- Ticket space/booth

\_\_\_\_\_

600

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Theater, Public Facilities

**Program Data Sheet**

Group Code: 10.14

Room Name: Post Office Mailbox Area  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: An area for student clubs and organizations to send and receive mail  
 Occupancy: \_\_\_\_\_

**Outline Description**

Proposed ASF\*

A. Mailbox area to include:

- Individual Lockable Mailboxes for (Qty?) clubs and organizations  
 (Verify quantity and size needed)

\_\_\_\_\_

200

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_  
 Special Requirements: 24 hour zone access?  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

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**Program Data Sheet**

Group Code: 10.13

Room Name: Student Organizations Storage  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A common storage room for student organizations  
 Occupancy: Storage only

**Outline Description**

Proposed ASF\*

A. Storage Room to include:

- Fifty (50) lockers/cabinets/closets each to be assigned to a specific student group. (Verify final number required)

Note: Some of these should be near the Student Organizations for active groups and additional storage could be on the ground floor for occasional users.

500

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: 24 hour zone access?  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

**Program Data Sheet**

Group Code: 7.1

Room Name: Recreation / Fitness  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A small fitness center area  
 Occupancy: Multiple customers

**Outline Description**

Proposed ASF\*

A. Recreation / Fitness area to include:

- Attendant / Check-in desk
- 3-4 treadmills
- 3-4 elliptical machines
- Strength training equipment
- Flat screen TVs
- Mirrors on at least one wall
- Small storage closet
- Public restrooms will include a public shower located somewhere in the new facility

0

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: Sport flooring  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: Sound absorbing wall treatment  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: Power floor access for each cardio machine

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

**Program Data Sheet**

Room Name: Lobby Lounge  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Lounge area in the lobby for leisure and pre-function meeting activities  
 Occupancy: Up to 75 persons

Group Code: 8.1

**Outline Description**

Proposed ASF\*

A. Lobby Lounge area to include:

- Moveable lounge seating and occasional tables
- Event / activity displays
- Directories - campus and building maps
- Public information / brochure racks
- Public and campus telephones
- Area for portable vendor tables and displays
- Data ports
- Alcove for vending machines and lockers?
- ATM?

1,500

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \* See note below  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: Enhanced wall treatments  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \* Porcelain ceramic tile or other hard surface flooring material with carpet at seating areas  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Information Desk, Public Facilities

**Program Data Sheet**

Room Name: Student Activities Resource Area (SARA)  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: A general resource work area for Student Activities  
 Occupancy: \_\_\_\_\_

Group Code: 10.12

**Outline Description**

Proposed ASF\*

A. Student Activities Resource Area to include:

- Work counters with storage cabinets/shelving above and below
- A large central work table and stools
- Storage cabinets for materials, craft supplies, etc.
- Copier
- Poster printer
- Laminator
- Button maker
- Two (2) computers

500

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: 24 hour zone access?  
Card access  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
 \_\_\_\_\_

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**Program Data Sheet**

Group Code: 10.11

Room Name: Student Organizations - Reception Area  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Reception area for student organizations  
 Occupancy: 1 receptionist - multiple customers

**Outline Description**

Proposed ASF\*

A. Student Organization Reception area to include:

- Desk configuration with computer
- One (1) Desk/Task Chair
- Guest/Lounge Chairs
- Two drawer filing cabinet
- How much shelving needed?
- Tackable bulletin board (4' x 4')

\_\_\_\_\_

200

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

\_\_\_\_\_

**Program Data Sheet**

Group Code: 8.2

Room Name: Main Lounges - Distributed  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Primary student lounges for leisure and gathering  
 Occupancy: 100 - 125 persons total

**Outline Description**

Proposed ASF\*

A. Main Lounges to include:

- Moveable lounge seating and occasional tables
- Several small tables/chairs for group study
- Event / activity displays
- Public information / brochure racks
- Public and campus telephones
- Area for portable vendor tables and displays
- Data ports
- Alcove for vending machines and lockers?
- ATM?

\_\_\_\_\_

3,000

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \* See note below  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: Enhanced wall treatments  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_

Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location & comments for each item)  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \* Porcelain ceramic tile or other hard surface flooring material with carpet at seating areas  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)

Public Facilities

\_\_\_\_\_

**Program Data Sheet**

Group Code: 8.4

Room Name: Pocket Lounges - Distributed  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Lounge areas (in small pockets of 4-8 seats each) to be located throughout the building.  
 Occupancy: Up to 8 persons for each pocket lounge

**Outline Description**

Proposed ASF\*

- A. Several Pocket Lounge areas each to include:
- Comfortable lounge seating and occasional tables
  - Data ports

2,000

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)  
Public Facilities

**Program Data Sheet**

Group Code: 9.1

Room Name: Collaborative Study Rooms  
 Program Requirements Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Purpose or Use: Small enclosed rooms for group study  
 Occupancy: 8 persons in each room

**Outline Description**

Proposed ASF\*

- A. Four (4) Collaborative Study Rooms each to include: 200 SF each
- Collaborative study tables with chairs for 8 persons
  - Flat screen TV monitor
  - Glass walls for visibility
  - Marker boards
  - Tele/data ports

800

**Basic Architectural Requirements (check all that apply):**

Suggested Floor Finishes:  Carpet  Vinyl Tile  Other: \_\_\_\_\_  
 Suggested Wall Finishes:  Paint  Wallcovering  Other: \_\_\_\_\_  
 Suggested Ceiling Finishes:  Acoustical  Paint  Other: \_\_\_\_\_  
 HVAC Requirements:  Normal  Other: \_\_\_\_\_  
 Lighting Requirements:  Normal  Other: \_\_\_\_\_  
 Power Requirements:  Normal  Other: \_\_\_\_\_  
 Equipment Requirements:  Telephone: \_\_\_\_\_  Computer: \_\_\_\_\_  
 (identify quantity, location &  Fax: \_\_\_\_\_  Printer: \_\_\_\_\_  
 comments for each item)  Copier: \_\_\_\_\_  Other: \_\_\_\_\_

Special Requirements: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Suggested Adjacencies: (List other departments or building areas that you would like to be adjacent to)