

DESIGN CONSIDERATIONS

The following design considerations were discussed during the programming meetings with the interviewees listed at the end of this page.

Dean's Office

- Small soft/informal seating area for 3-4 people (coffee table & chairs)
- No built-in millwork
- No private shower/toilet
- Needs shelving

Senior Secretary's Office

- Shall be directly adjacent to Dean's office, an enclosed office is preferred for privacy

Workroom-Storage/Lounge

- Add a Lounge (break room) of approximately 100-150 s.f., separate from Workroom-Storage,
- Lounge room should include sink (with instant hot-water), microwave, dishwasher, coffee maker and seating area for 2-3 people.

Conference Room

- Seats for 10-12 people
- Should have access from administrative suite and main corridor.
- Lockable doors
- Include small credenza
- Multimedia/ Tech to include smart boards, overhead projectors, etc.
- Have Admin. group join 'Southland Technologies' presentation

Reception/ Waiting (incorporated into the 'living/family room' of the office suite)

- Systems furniture
- Seating for 3-4 visitors
- Additional clerical station (systems furniture), in a more private area
- Area for display/ handouts
- Possibly include electronic display panel
- Side lite at main entrance door to the suite

Faculty/ Staff Rest rooms

- Should be in close proximity to the office suite.

Notes:

Administrative suite should be placed in a General area within the complex/building (Not isolated)

A|DWRB will present an 'Adjacency Diagram' for this Suite




Admin. group to be included in 'Southland Technologies' presentation

1st Round Attendees/ Interviewees (05.13.08):

Paul Schroeder (A|DWRB), Randy Dolph (A|DWRB), Edgar Hinojosa (Gafcon/ SDCCD), Saeid Eidgahy (Mesa), Sharon Iler (Mesa)

2nd Round Attendees/ Interviewees (06.04.08):

Paul Schroeder (A|DWRB), Cynthia Barba (A|DWRB), Edgar Hinojosa (Gafcon/SDCCD), Saeid Eidgahy (Mesa), Sharon Iler (Mesa)

	San Diego Community College District - Mesa College		
	MATHEMATICS & NATURAL SCIENCES BUILDING		
	Project No.: 08122	DATE ISSUED: 06-12-2008	
 Architects Delawie Wilkes Rodrigues Barker	DESIGN CONSIDERATIONS		
	DEPARTMENT: ADMINISTRATIVE OFFICES		



General

Department: **Administrative Offices** Interviewee: _____ Date: _____
 Room Name: **Dean's Office** Room Access: _____ No. of Occupants: **1**
 Approx. Net Area: **204 s.f.** Room Dimensions: _____ Ceiling Height: **10'**

Finishes

Floors: _____ Walls: _____ Ceiling: _____
 Base: _____ Chair Rail: _____ Wainscot: _____

Doors

Single **Solid** Vision Panel Transom
 Double Side Lite Key Access
 Card Reader Remote Lock/Unlock

Windows

Black-out Exterior Mecho Shades
 Corridor Vertical Blinds

Casework

Wood Plastic Laminate Solid Surface

Special Requirements

Acoustical Treatment Whiteboard Bulletin Board:
 Video Conferencing CCTV: Projection Screen:
 Other:

Mechanical & Plumbing Requirements

Sink Type: _____ Instant Hot Water Eye Wash
 Shower Hot/Cold Gas
 Compressed Air

Equipment

Refrigerator Microwave Dishwasher
 Coffee Maker

Electrical Requirements

Lighting: _____ Controls: _____
 Power Wireless Phone
 _____ _____ Data

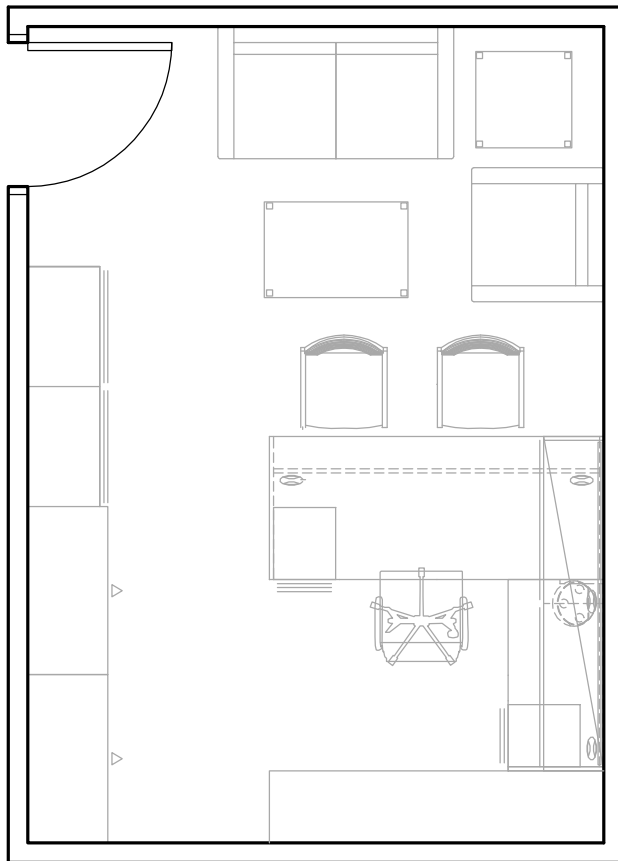
Adjacency

Adjacent: **Senior Secretary** Near: _____ Far: _____
 Other: _____

Notes

Include a coffee table with 3-4 soft chairs





DEAN'S
OFFICE



204 SF
12'-0" x 17'-0"



San Diego Community College District - Mesa College
MATHEMATICS & NATURAL SCIENCES BUILDING



Project No.: 08122

SCALE: 1/4" = 1'-0"

DATE ISSUED: 06-12-2008



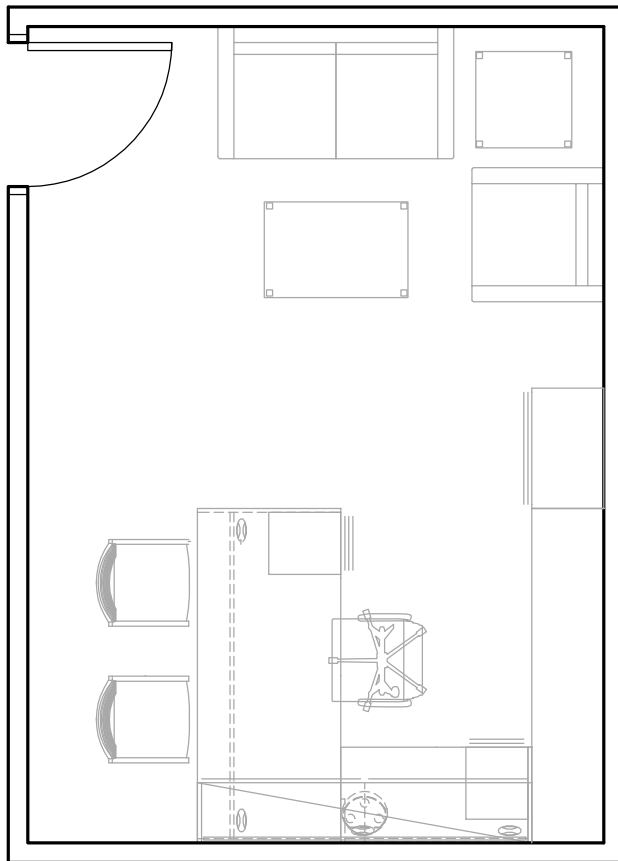
Architects | Delawie Wilkes Rodrigues Barker

DEPARTMENT: ADMINISTRATIVE OFFICES

ROOM NAME: DEAN'S OFFICE

NET AREA: 204 S.F.

No. OF OCCUPANTS: 1



DEAN'S
OFFICE



204 SF
12'-0" x 17'-0"



San Diego Community College District - Mesa College
MATHEMATICS & NATURAL SCIENCES BUILDING



Project No.: 08122

SCALE: 1/4" = 1'-0"

DATE ISSUED: 06-12-2008



Architects | Delawie Wilkes Rodrigues Barker

DEPARTMENT: ADMINISTRATIVE OFFICES

ROOM NAME: DEAN'S OFFICE

NET AREA: 204 S.F.

No. OF OCCUPANTS: 1



General

Department: **Administrative Offices** Interviewee: _____ Date: _____
 Room Name: **Assoc. Dean's Office** Room Access: _____ No. of Occupants: **1**
 Approx. Net Area: **156 s.f.** Room Dimensions: _____ Ceiling Height: **10'**

Finishes

Floors: _____ Walls: _____ Ceiling: _____
 Base: _____ Chair Rail: _____ Wainscot: _____

Doors

Single **Solid** Vision Panel Transom
 Double Side Lite Key Access
 Card Reader Remote Lock/Unlock

Windows

Black-out Exterior Mecho Shades
 Corridor Vertical Blinds

Casework

Wood Plastic Laminate Solid Surface

Special Requirements

Acoustical Treatment Whiteboard Bulletin Board:
 Video Conferencing CCTV: Projection Screen:
 Other:

Mechanical & Plumbing Requirements

Sink Type: _____ Instant Hot Water Eye Wash
 Shower Hot/Cold Gas
 Compressed Air

Equipment

Refrigerator Microwave Dishwasher
 Coffee Maker

Electrical Requirements

Lighting: _____ Controls: _____
 Power Wireless Phone
 _____ _____ Data

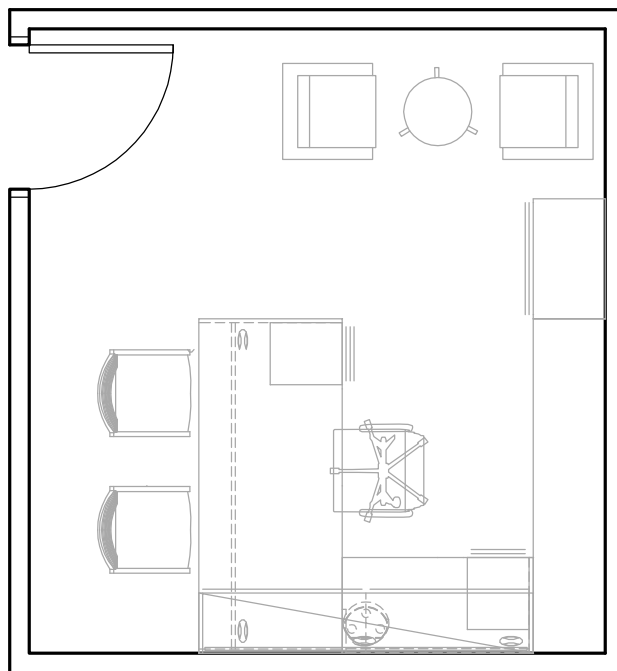
Adjacency

Adjacent: _____ Near: _____ Far: _____
 Other: _____

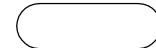
Notes

Include a coffee table with soft chairs








ASSOCIATE
DEAN



156 SF
12'-0" x 13'-0"

	San Diego Community College District - Mesa College MATHEMATICS & NATURAL SCIENCES BUILDING 		
	Project No.: 08122	SCALE: 1/4" = 1'-0"	DATE ISSUED: 06-12-2008
 Architects Delawie Wilkes Rodrigues Barker	DEPARTMENT: ADMINISTRATIVE OFFICES	ROOM NAME: ASSOCIATE DEAN'S OFFICE	
	NET AREA: 156S.F.	No. OF OCCUPANTS: 1	



General

Department: **Administrative Offices** Interviewee: _____ Date: _____
 Room Name: **Senior Secretary** Room Access: _____ No. of Occupants: **1**
 Approx. Net Area: **120 s.f.** Room Dimensions: _____ Ceiling Height: **10'**

Finishes

Floors: _____ Walls: _____ Ceiling: _____
 Base: _____ Chair Rail: _____ Wainscot: _____

Doors

Single Vision Panel Transom
 Double Side Lite Key Access
 Card Reader Remote Lock/Unlock

Windows

Black-out Exterior Mecho Shades
 Corridor Vertical Blinds

Casework

Wood Plastic Laminate Solid Surface

Special Requirements

Acoustical Treatment Whiteboard Bulletin Board:
 Video Conferencing CCTV: Projection Screen:
 Other:

Mechanical & Plumbing Requirements

Sink Type: _____ Instant Hot Water Eye Wash
 Shower Hot/Cold Gas
 Compressed Air

Equipment

Refrigerator Microwave Dishwasher
 Coffee Maker

Electrical Requirements

Lighting: _____ Controls: _____
 Power Wireless Phone
 _____ _____ Data

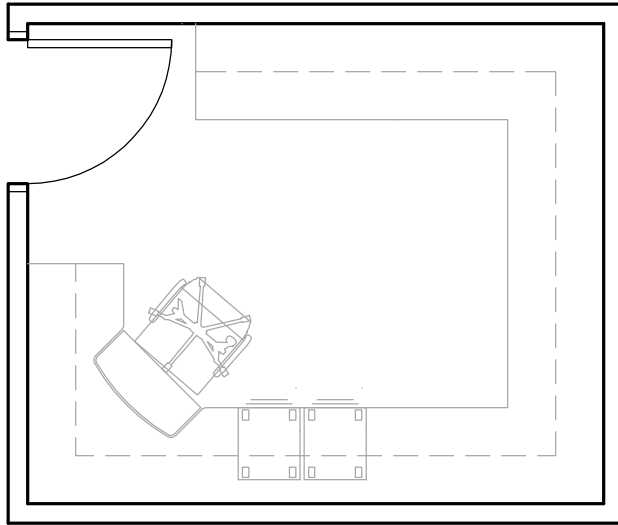
Adjacency

Adjacent: **Dean's Office** Near: _____ Far: _____
 Other: _____

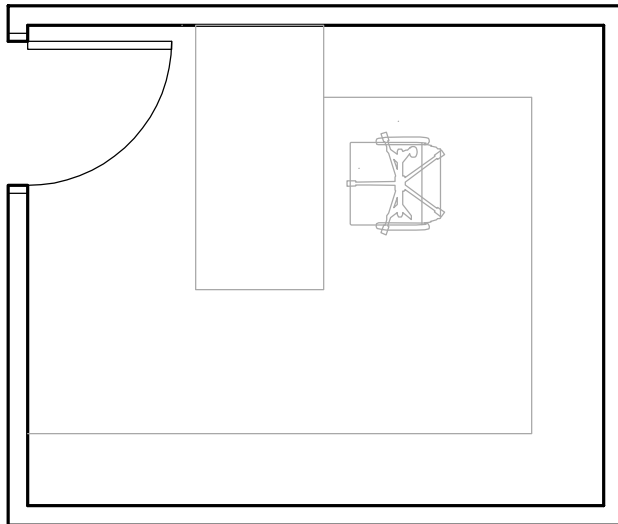
Notes

Desire is for a closed/ private space or semi-private








SENIOR SECRETARY
 120 SF
 12'-0" x 10'-0"



SENIOR SECRETARY
 120 SF
 12'-0" x 10'-0"

	San Diego Community College District - Mesa College MATHEMATICS & NATURAL SCIENCES BUILDING 		
	Project No.: 08122	SCALE: 1/4" = 1'-0"	DATE ISSUED: 06-12-2008
 Architects Delawie Wilkes Rodrigues Barker	DEPARTMENT: ADMINISTRATIVE OFFICES		ROOM NAME: SENIOR SECRETARY
	NET AREA: 120 S.F.	No. OF OCCUPANTS: 1	



General

Department: **Administrative Offices** Interviewee: _____ Date: _____
 Room Name: **Reception/Waiting** Room Access: _____ No. of Occupants: **3 to 4**
 Approx. Net Area: **200 s.f.** Room Dimensions: _____ Ceiling Height: **10'**

Finishes

Floors: _____ Walls: _____ Ceiling: _____
 Base: _____ Chair Rail: _____ Wainscot: _____

Doors

Single Vision Panel Transom
 Double Side Lite Key Access
 Card Reader Remote Lock/Unlock

Windows

Black-out Exterior Mecho Shades
 Corridor Vertical Blinds

Casework

Wood Plastic Laminate Solid Surface

Special Requirements

Acoustical Treatment Whiteboard Bulletin Board:
 Video Conferencing CCTV: Projection Screen:
 Other:

Mechanical & Plumbing Requirements

Sink Type: _____ Instant Hot Water Eye Wash
 Shower Hot/Cold Gas
 Compressed Air

Equipment

Refrigerator Microwave Dishwasher
 Coffee Maker

Electrical Requirements

Lighting: _____ Controls: _____
 Power Wireless Phone
 _____ _____ Data

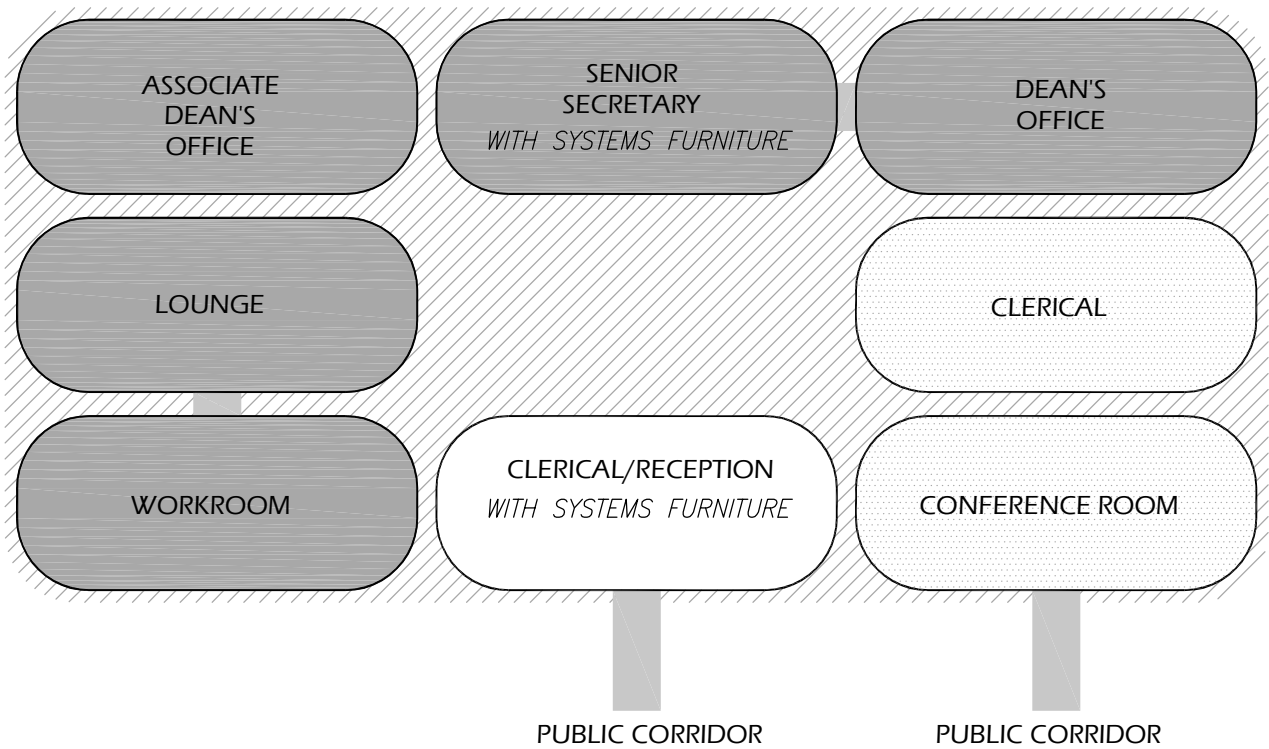
Adjacency

Adjacent: **Dean's Office** Near: _____ Far: _____
 Other: _____






Notes




Space for clerical assistance, hourly employee.
 System's furniture/ not built-in.
 Soft seating for 4 visitors.
 Space for part-time assistant/ interviews.





LEGEND

-  PUBLIC
-  SEMI-PRIVATE
-  PRIVATE
-  NEAR
-  ADJACENT

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 Architects Delawie Wilkes Rodrigues Barker	DEPARTMENT: ADMINISTRATIVE OFFICES		
	ROOM NAME: RECEPTION/ WAITING		
	NET AREA: APROX. 200 S.F.	No. OF OCCUPANTS: 6	



General

Department: **Administrative Offices** Interviewee: _____ Date: _____
 Room Name: **Workroom/storage** Room Access: _____ No. of Occupants: _____
 Approx. Net Area: **150 s.f.** Room Dimensions: _____ Ceiling Height: **10'**

Finishes

Floors: _____ Walls: _____ Ceiling: _____
 Base: _____ Chair Rail: _____ Wainscot: _____

Doors

Single **Lockable** Vision Panel Transom
 Double Side Lite Key Access
 Card Reader Remote Lock/Unlock

Windows

Black-out Exterior Mecho Shades
 Corridor Vertical Blinds

Casework

Wood Plastic Laminate Solid Surface

Special Requirements

Acoustical Treatment Whiteboard Bulletin Board:
 Video Conferencing CCTV: Projection Screen:
 Other:

Mechanical & Plumbing Requirements

Sink Type: _____ Instant Hot Water Eye Wash
 Shower Hot/Cold Gas
 Compressed Air

Equipment

Refrigerator Microwave Dishwasher
 Coffee Maker

Electrical Requirements

Lighting: _____ Controls: _____
 Power Wireless Phone
 Data

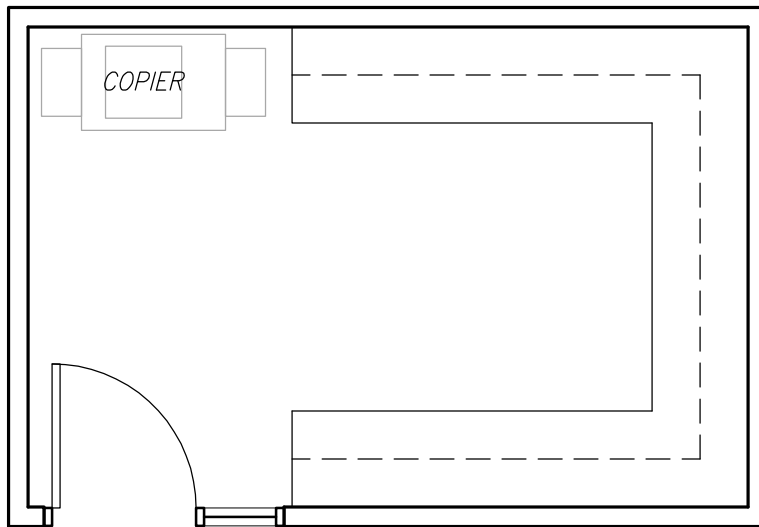
Adjacency

Adjacent: **Lounge** Near: _____ Far: _____
 Other: _____

Notes




Storage/ supplies
 Copier
 Paper cutter
 Forms/ stationary





WORKROOM/
STORAGE
150 SF
15'-0" x 10'-0"

NOTE:
AWAITING EQUIPMENT INVENTORY/ SIZES FROM USERS

	San Diego Community College District - Mesa College		
	MATHEMATICS & NATURAL SCIENCES BUILDING		
 Architects Delawie Wilkes Rodrigues Barker	Project No.: 08122	SCALE: 1/4" = 1'-0"	DATE ISSUED: 06-12-2008
	DEPARTMENT: ADMINISTRATIVE OFFICES		
	ROOM NAME: WORKROOM/ STORAGE ROOM		
	NET AREA: 150 S.F.	No. OF OCCUPANTS: N/A	



General

Department: **Administrative Offices** Interviewee: **Admin. Suite & Main** Date:
Corridor
Room Name: **Conference Room** Room Access:
Approx. Net Area: **305 s.f.** Room Dimensions: Ceiling Height: **10'**

Finishes

Floors: Walls: Ceiling:
Base: Chair Rail: Wainscot:

Doors

Single Lockable Vision Panel Transom
 Double Side Lite Key Access
 Card Reader Remote Lock/Unlock

Windows

Black-out Exterior Mecho Shades
 Corridor Vertical Blinds

Casework

Wood Plastic Laminate Solid Surface
 Other Credenza

Special Requirements

Acoustical Treatment Whiteboard / Smartboard Bulletin Board:
 Video Conferencing CCTV: Projection Screen:
 Other:

Mechanical & Plumbing Requirements

Sink Type: Instant Hot Water Eye Wash
 Shower Hot/Cold Gas
 Compressed Air

Equipment

Refrigerator Microwave Dishwasher
 Coffee Maker

Electrical Requirements

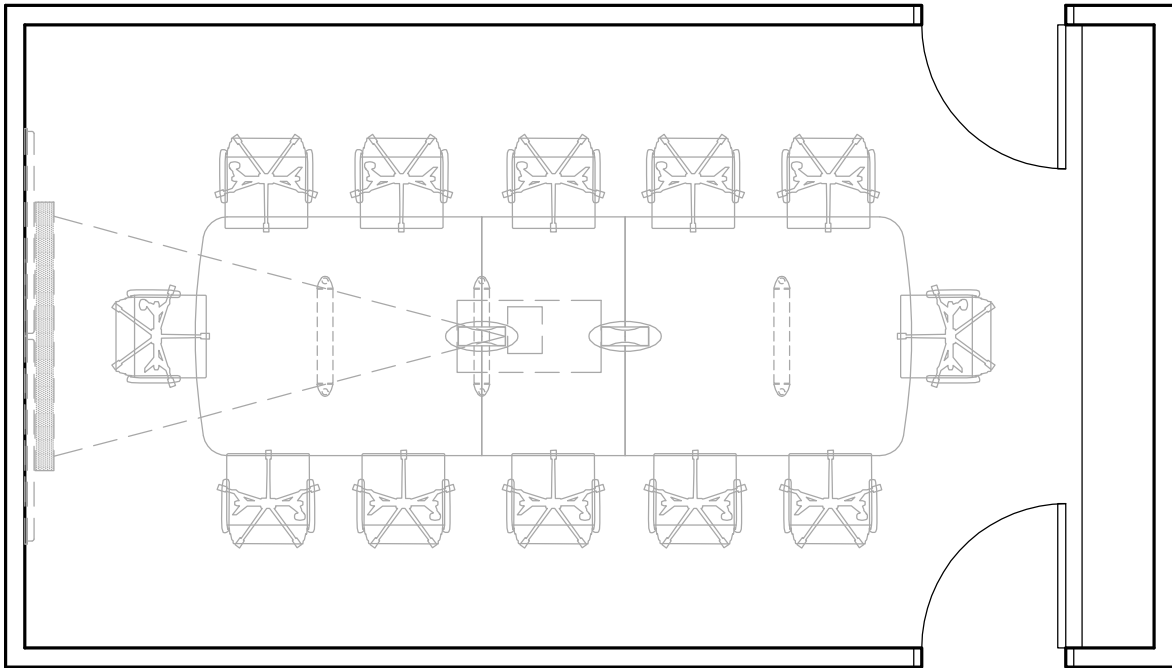
Lighting: Controls:
 Power Wireless Phone
 Data

Adjacency

Adjacent: Admin Suite & Main Near: Faculty/ staff
Corridor restrooms Far:
Other: Outside wall




Notes

Small credenza for storage.
Counter space.
Possible Teleconferencing Flat Panel



CONFERENCE ROOM

305 SF
23'-6" x 13'-0"

	San Diego Community College District - Mesa College MATHEMATICS & NATURAL SCIENCES BUILDING 		
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 Architects Delawie Wilkes Rodrigues Barker	DEPARTMENT: ADMINISTRATIVE OFFICES		
	ROOM NAME: CONFERENCE ROOM		
	NET AREA: 305 S.F.	No. OF OCCUPANTS: 12	



General

Department: **Administrative Offices** Interviewee: _____ Date: _____
 Room Name: **Breakroom/ Lounge** Room Access: _____ No. of Occupants: _____
 Approx. Net Area: **100 s.f.** Room Dimensions: _____ Ceiling Height: **10'**

Finishes

Floors: **Resilient** Walls: _____ Ceiling: _____
 Base: _____ Chair Rail: _____ Wainscot: _____

Doors

Single **Lockable** Vision Panel Transom
 Double Side Lite Key Access
 Card Reader Remote Lock/Unlock

Windows

Black-out Exterior Mecho Shades
 Corridor Vertical Blinds

Casework

Wood Plastic Laminate Solid Surface

Special Requirements

Acoustical Treatment Whiteboard Bulletin Board:
 Video Conferencing CCTV: Projection Screen:
 Other:

Mechanical & Plumbing Requirements

Sink Type: _____ Instant Hot Water Eye Wash
 Shower Hot/Cold Gas
 Compressed Air

Equipment

Refrigerator Microwave Dishwasher
 Coffee Maker

Electrical Requirements

Lighting: _____ Controls: _____
 Power Wireless Phone
 _____ Data

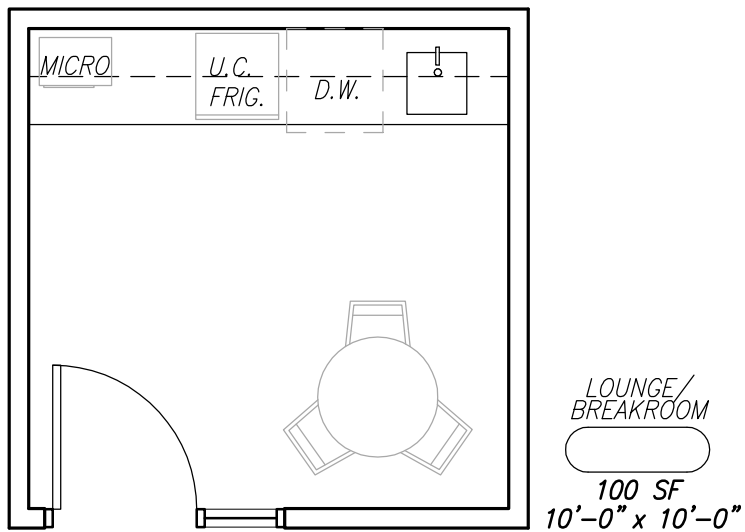
Adjacency




Adjacent: **Workroom/storage** Near: **Offices** Far: _____
 Other: **Outside wall**

Notes

Comfortable seating for 2-3 people for meal breaks





	San Diego Community College District - Mesa College MATHEMATICS & NATURAL SCIENCES BUILDING 		
	Project No.: 08122	SCALE: 1/8" = 1'-0"	DATE ISSUED: 06-12-2008
 Architects Delawie Wilkes Rodrigues Barker	DEPARTMENT: ADMINISTRATIVE OFFICES		ROOM NAME: BREAKROOM/LOUNGE
	NET AREA: 100 S.F.		