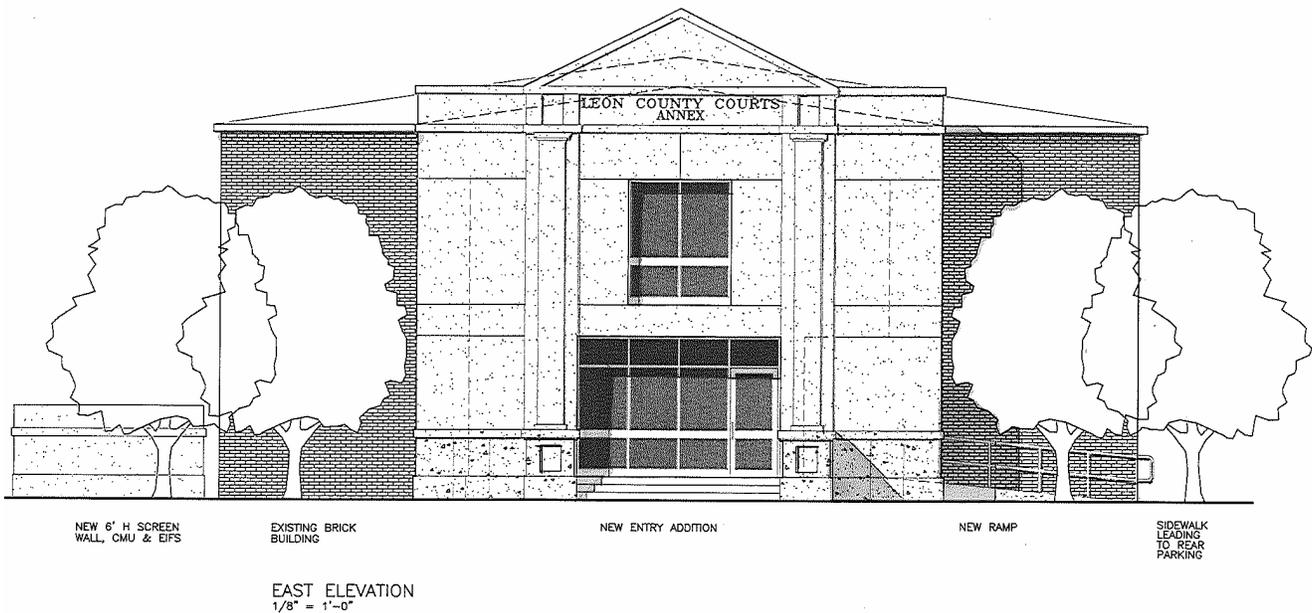


# DESIGN CRITERIA PACKAGE

For

## LEON COUNTY COURTS ANNEX

1920 THOMASVILLE ROAD  
TALLAHASSEE, FLORIDA



April 28, 2009

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## **SECTION 1 – GENERAL REQUIREMENTS**

### **1.1. DEFINITIONS**

- 1.1.1.** Certified General Contractor (CGC): A Florida licensed General Contractor who has been certified in accordance with Florida Statutes, Section 489.
- 1.1.2.** Design-Build Firm (DBF): The person or entity submitting a proposal in response to this Request for Proposal (RFP) or the qualified person or entity who has been awarded the contract for design and construction of this project, also defined as the Design-Build Firm in Florida Statutes, Section 287.055.
- 1.1.3.** Design Criteria Package (DCP): The package of performance criteria, drawings and specifications to be used by the DBF to design and construct the project, and as further define under Florida Statutes, Section 287.055.
- 1.1.4.** Design Criteria Professional: The person or entity preparing the DCP, and as further define under Florida Statutes, Section 287.055.
- 1.1.5.** Guaranteed Maximum Price (GMP): DBF’s final contract price to perform all Design-Build work specified in this RFP.
- 1.1.6.** Project Manager (PM): Leon County Facilities Management, Project Manager, John M. Ward, PA.

### **1.2. DESIGN-BUILD FIRM REQUIRMENTS**

- 1.2.1.** This project will be awarded as a “Design-Build Contract” as defined by Florida Statutes, Section 287.055. The selected Design-Build Firm will bear full responsibility for the design of the facility, permitting, construction and meeting all applicable Code requirements.
- 1.2.2.** During the performance of this contract, the DBF shall comply with all federal, state and local environmental laws, regulations, policies, and standards.
- 1.2.3.** The Design-Build Firm shall retain Professional Architects and Engineers registered in the State of Florida, to oversee the design and construction of the project. The Design-Build Firm’s Architect will be the project “Architect-of-Record” and as such, will bear full responsibility for the design and compliance with applicable codes and with the intent of this DCP.
- 1.2.4.** The Design-Build Firm’s Structural Engineer shall sign and seal all final drawings, specifications, calculations and other documents as the project Engineer-of-Record in conformance with Florida Statutes.

- 1.2.5.** At completion of the design phase, a copy of the approved, final, signed and sealed design documents CAD files shall be provided by the Design-Build Firm to Project Manager.
- 1.2.6.** The DBF shall retain the services of a certified General Contractor, licensed in the State of Florida, to construct the facility. The DBF shall acquire material and products from reputable vendors and comply fully with the manufacturer's recommendations, training, and installation and application instructions.
- 1.2.7.** The DBF shall engage a qualified Project Superintendent and registered Professional Engineers, as required by the State of Florida, to oversee the construction work. The DBF shall arrange meetings with the Owner at least biweekly to coordinate the work during construction.
- 1.2.8.** During construction, the DBF shall keep an up-to-date annotated set of as-built drawings on site. At completion of the construction phase, original documents shall be updated to the as-built condition and a signed and sealed copy shall be provided by the DBF to John Ward, P.A., Construction Manager, Leon County Facilities Management, 1907 South Monroe Street, Tallahassee, Florida 32301.
- 1.2.9.** The DBF shall be responsible for identifying and securing all necessary permits required for the project, including but not limited to: site plan, building, environmental, traffic and other types of permits (e.g., underground and overhead utilities, waste disposal, etc.). Complete copies of all permit applications and fee calculation forms shall be provided to the Owner. The DBF shall pay for all required permit fees applicable to the project.

### **1.3 SPECIAL CONDITIONS**

- 1.3.1** The Design-Build firm is advised that the buildings, parking and other site areas will remain vacant and available to the DBF during the duration of the design and construction period.

## **SECTION 2 – CODES AND STANDARDS**

### **2.1 GENERAL**

- 2.1.1** The project shall be designed and constructed in accordance with the current editions of all applicable codes, standards, design parameters or regulations. In the event of conflict between codes, standards, or regulations, the most stringent requirement shall apply.
- 2.1.2** Reference to standard specifications of any technical society, organization or association, or codes, manuals or regulations of Federal, State or local authorities shall mean the latest standard code, manual, regulation, specification or tentative specification adopted and published at least 30 days prior to submittal of proposals, unless specifically stated otherwise.
- 2.1.3** The local permitting agency with authority over this project is the City of Tallahassee Growth Management, 435 North Macomb Street, Tallahassee, Florida, 32301.

## **SECTION 3 – EXISTING CONDITIONS**

### **3.1 SITE INFORMATION**

- 3.1.1** See – Appendix B
- 3.1.2** The DBF shall be thoroughly familiar with the existing site conditions prior to submitting a design-build proposal. Investigate all existing site components and include any modification, removal or re-location necessary to accommodate the facility, interior construction, new addition and site improvements described herein. Investigate storm water requirements in connection with the added impervious area generated by the project (if any) and determine any modifications or additions that are necessary.
- 3.1.3** The DBF shall include in the design-build proposal all surveys, tests, borings and other site investigative work; design of modifications; permitting and construction necessary to accommodate existing site conditions.
- 3.1.4** Water, sewer and power for construction will be available at no cost (for consumption) from the existing on-site supply. If necessary, temporary hook up of utilities shall be coordinated at a source location directed by the PM. All temporary hookup and tie-ins shall comply with all local codes and requirements and shall be the responsibility of the DBF. The DBF shall pay all costs, provide materials, design, load computations, etc., required for installation and will restore components to the original conditions at project completion. All temporary tie-ins to the building water system shall be provided with proper backflow prevention devices.
- 3.1.5** The DBF may utilize the existing structure and toilets for staff use if desired. Clean up and repair shall be the responsibility of the DBF.
- 3.1.6** Vehicle parking for DBF personnel, subcontractors and other project related vehicles and equipment are available on site.
- 3.1.7** The DBF shall be responsible for any security measures, including fencing, required to secure his materials and protect members of the public from access to hazards during construction.

### **3.2 EXISTING UTILITIES**

- 3.2.1** The DBF shall provide any utility service modifications necessary to accomplish the work.

### **3.3 EXISTING BUILDINGS**

**3.3.1** The site contains an existing two-story brick structure and a one-story strip counter building. The one-story building will be demolished, the two story building will be renovated and a small addition added. The primary work effort required to accomplish the improvements described herein consist of interior fit out of the existing two-story brick structure. The Owner will provide demolition of most of the existing interior walls and ceilings.

### **3.4 VALIDITY OF INFORMATION PROVIDED**

**3.4.1** The DBF will, at his own expense, verify and accept as his own, all information provided by the Owner. In addition, the DBF shall provide additional investigations, testing programs, etc., that are necessary to supplement the available information to provide a complete, professionally designed and constructed project.

## **SECTION 4 – PROJECT REQUIREMENTS**

### **4.1 PROJECT INFORMATION**

- 4.1.1** Project Location: The site for the project is located at 1920 Thomasville Road, Tallahassee, Florida.
- 4.1.2** Project Description: This project consists of the design, permitting and construction of interior renovations and a minor addition to the County's existing facility. A one-story addition to the building is to be demolished and the area it occupies converted to parking. The project consists of interior fit out for courtroom and office facilities, a new addition containing a new entry and elevator to the second floor, toilet renovations for accessibility, new HVAC systems, new electrical systems, new metal roofing and support structure over the existing flat roof, general sitework, paving and landscaping.
- 4.1.3** The Work includes architectural and engineering design to meet all code requirements and all labor and material required for a complete, finished project ready for use; clean up; and project close-out tasks.
- 4.1.4** It is the intent of these project requirements that the DBF deliver to the County a complete, finished and fully functioning facility, ready for its intended use. Overall quality and durability of installed work shall be consistent with similar facilities of this type. The material that follows endeavors to describe in as much detail as practical, the major components of the work, with particular attention to items likely to impact cost. However, it is beyond the scope of this package to fully describe details and components which will be worked out in design by the DBF. Whether mentioned herein or not, it is incumbent upon the DBF to provide all components necessary for the normal operation of a facility of this type, and include the cost of those components in prior proposal.

### **4.2 PROJECT LIMITS**

- 4.2.1** The physical limits of this project shall be property line except where necessary for utility or driveway tie-ins.

### **4.3 DESIGN REQUIREMENTS**

- 4.3.1** Professional design services provided by the DBF shall be in accordance with the Leon County Professional Services Guidelines. Submittal requirements will be reduced for this project to Schematic Design, Design Development and 100% Construction Documents only. All other requirements of the guide remain in effect unless waived by the PM.
- 4.3.2** The design of the facility shall comply with the Leon County Facilities Design Guidelines unless specifically waived by the PM.

- 4.3.3** Refer to Appendix C – Schematic Plans, which depict the general layout for the building desired by the Owner.

#### **4.4 SPACE REQUIREMENTS**

- 4.4.1** The design shall be comprised of the spaces described below and depicted graphically on the Schematic Plans, with the following specific requirements:

**4.4.1.1** Courtrooms - 105 and 106:

- 4.4.1.1.1 Finishes: carpet, painted gypsum drywall walls, lay-in acoustical ceiling, 9'-0" ceiling height, wood base, wood chair rail and wainscot;
- 4.4.1.1.2 Lighting: Lay-in T5 parabolic fluorescent fixtures with recessed down lights; Provide task lighting over Judge's bench, Clerk workstations (3), and the two Attorney's tables. Lighting controls shall be located at the Judge's bench. Task lighting over the Judge's bench shall be dimmable switch gallery lighting separately from Attorney well.
- 4.4.1.1.3 Data: Provide data connections at Judge's bench, three Clerk stations and Bailiff. Provide wireless data access at Attorney's tables.

**4.4.1.2** Jury Room - 117:

- 4.4.1.2.1 Finishes: carpet, painted gypsum drywall walls, lay-in acoustical ceiling, 8'-0" ceiling height, rubber base
- 4.4.1.2.2 HVAC: heated and cooled;
- 4.4.1.2.3 Lighting: Lay-in T5 fluorescent fixtures with task lighting at countertop.

**4.4.1.3** Mediation Rooms 109, 110, 204, 205, 206, 207, 208, 209, 210, and 211:

- 4.4.1.3.1 Finishes: carpet, painted gypsum drywall walls, lay-in acoustical ceiling, 8'-0" ceiling height, rubber base
- 4.4.1.3.2 Lighting: Lay-in T5 fluorescent fixtures provide occupancy sensors, 30 fe general illumination.

**4.4.1.4** Judges Chambers: Rooms 113 and 114,

- 4.4.1.4.1 Finishes: carpet, painted gypsum drywall walls, lay-in acoustical ceiling, 8'-0" ceiling height, wood base, wood chair rail
- 4.4.1.4.2 Lighting: Lay-in T5 parabolic fluorescent fixtures

**4.4.1.5** Administrative Offices - Rooms 119, 219, 220, 221, 222, 215, 216

4.4.1.5.1 Finishes: carpet, painted gypsum drywall walls, lay-in acoustical ceiling, 8'-0" ceiling height, except 216 and 219, which will be 9'-0", rubber base

4.4.1.5.2 Lighting: Lay-in T5 fluorescent fixtures

**4.4.1.6** Lobby, Corridor, Unassigned, Rooms 100, 102, east end of 200:

4.4.1.6.1 Finishes: carpet, painted gypsum drywall walls, lay-in acoustical ceiling, 9'-0" ceiling height, wood base, wood chair rail;

4.4.1.6.2 Lighting: Lay-in T5 parabolic fluorescent fixtures

4.4.1.6.3 Electrical Power: Provide power to serve security equipment supplied by Owner.

**4.4.1.7** Break room/Conference Room 203

4.4.1.7.1 Finishes: carpet, painted gypsum drywall walls, lay-in acoustical ceiling, 9'-0" ceiling height, wood base, wood chair rail;

4.4.1.7.2 Lighting: Lay-in T5 parabolic fluorescent fixtures with task lighting at countertop;

4.4.1.7.3 Electrical Power: 110v GFI outlet at sink and quad outlet over countertop for kitchen equipment

4.4.1.7.4 Equipment: provide upper and lower plastic laminate covered cabinets and countertop along north wall with space for a full size refrigerator (by Owner) and a small SS sink and faucet, Elkay BPSH15C or equal.

**4.4.1.8** ITT, Electrical, Audio Visual, HVAC, Elevator Equipment Space: Rooms 115, 116, 118, 101 218, 223, 224, 225:

4.4.1.8.1 Finishes: sealed concrete, painted gypsum drywall walls, no ceiling, no base.

4.4.1.8.2 Lighting: Surface T5 fluorescent fixtures

4.4.1.8.3 Electrical Power: To serve equipment

4.4.1.8.4 Data: To serve controls.

**4.4.1.9** Restrooms: Rooms 107, 108, 111, 112, 212, 213:

4.4.1.9.1 Finishes: ceramic tile floor, ceramic tile walls, ceramic tile base, lay-in acoustical ceiling, 8'-0" ceiling height;

4.4.1.9.2 HVAC: heated and cooled, ventilation;

4.4.1.9.3 Lighting: Lay-in T5 parabolic fluorescent fixtures;

4.4.1.9.4 Electrical Power: One CFI receptacle at lavatories (not including east end);

**4.4.1.10 Common Areas: Corridors; Stairwells 103, 104, 200, 201, 202**

4.4.1.10.1 Finishes: carpet, painted gypsum drywall walls, lay-in acoustical ceiling, rubber base;

4.4.1.10.2 Lighting: Lay-in T5 fluorescent fixtures

## **4.5 GENERAL CONSTRUCTION REQUIREMENTS**

### **4.5.1 Warranties**

**4.5.1.1** General: The required final constructed product shall be a complete warranted and guaranteed project both in terms of materials provided and the installation, labor, equipment, tools and methods used.

**4.5.1.2** Warranties: DBF and Material Manufacturers must jointly and severally issue a minimum warranty of five (5) years against material defects for all manufactured products installed into the work. The manufacturer must confirm the ability of the DBF and the manufacturer to issue this warranty in a written statement by an authorized agent of the manufacturer. This statement must be included with the submittals. Issue warranties to "Leon County, Florida" prior to filing a Request for Final Payment.

**4.5.1.3** The Owner encourages proposals which propose to increase the terms of the material and workmanship warranties and guarantees. DBF proposals to increase the terms of the warranties and guarantees shall be a consideration during proposed evaluation.

### **4.5.2 Products and Substitutions**

**4.5.2.1** In their proposal, the Design-Build Firm will specify products by referenced standards and/or by manufacturer's name, model number, or trade name.

**4.5.2.2** A product proposed as an "equal" shall be such that all its salient characteristics conform to those of the initially proposed brand name product. These salient characteristics may include, but are not limited to: design, function, size, quality, durability, color, style, texture, and other attributes which, given the nature of the project, may significantly affect its acceptability as a substitute for the listed product. The final determination as to whether a proposed substitute product is equal and/or acceptable shall be made by the PM.

### **4.5.3 Inspections**

**4.5.3.1** The Owner reserves the right to retain, at the Owner's expense, an independent inspection service to provide inspections of the work. The DBF shall provide the inspector with free access to the work area.

**4.5.3.2** The DBF shall arrange for material manufacturers to provide inspections of the system installations. Upon completion of the installation, an inspection shall be made by the manufacturer at no extra charge to the Owner. The inspection is to ascertain that the visible elements of the systems have been installed in accordance with the manufacturer's published specifications and details.

#### **4.5.4 Certifications**

**4.5.4.1** Manufacturers: Upon completion of the work, the material manufacturers shall certify the installation is according to their recommendations and instructions and issue a warranty pursuant to Section 4.7.1 of this DCP, as a condition of project close-out and final payment.

**4.5.4.2** Contractors: Upon completion of the work, the DBF and their subcontractors shall certify the installation is according to their recommendations and instructions and issue warranties and guarantees as a condition of project close-out and final payment.

#### **4.5.5 Safety**

**4.5.5.1** This project shall be designed and implemented to comply with applicable safety requirements.

**4.5.5.2** The safety of the construction workers, vehicular traffic, pedestrians, both public, personnel and County staff using the parking facilities, and the building occupants shall be considered and addressed.

**4.5.5.3** All Federal, OSHA, State and local safety rules shall be in force and strictly observed during the course of this work. Any protective clothing, respirators, ventilation equipment and other devices recommended by the material manufacturers or required by authorities having jurisdiction for use by workers handling these products shall be provided by the contractor.

**4.5.5.4** This project will require heavy construction work site, mandating the use of hard hats and other protective safety apparel rules, barricades around active construction areas, high intensity work lamps, routine cleaning methods, environmental systems, etc. Conformance to all safety requirements shall be the responsibility of the DBF.

#### **4.5.6 Work Staging Area**

**4.5.6.1** The Design-Build Firm shall obtain approval from the PM for all work staging areas prior to the beginning of any work at the project site. All materials and equipment shall be stored in the designated and approved

work staging areas only. The number, size and location of the desired areas must be defined by the Design-Build Firm at the time approval is requested. Subsequent changes must also be approved by the OR prior to use.

**4.5.6.2** All protection and safeguarding of materials, equipment and tools used in this work is the responsibility of the DBF. Any special temperature and/or humidity conditioned spaces required for storage of materials used in this work shall be furnished and maintained and shall be removed by the DBF at the completion of the work.

#### **4.5.7 Cleanup**

**4.5.7.1** Remove debris resulting from the work from the project site at no additional cost to the Owner. Any accumulations of construction residue, trash, debris and empty containers occasioned by this work shall be removed daily by the Contractor. Collect waste material which may constitute a fire hazard and place in closed metal containers.

**4.5.7.2** Upon completion of the work, a final cleanup shall be made, and the area inspected by the PM prior to acceptance.

### **4.6 OUTLINE SPECIFICATIONS**

#### **4.6.1 Sitework**

**4.6.1.1** Soil Conditions – The DBF will perform a geotechnical investigation to determine soil type, bearing capacity and provide the PM a copy of the soils report.

**4.6.1.2** Demolition – Extent of demolition work is shown on sheets C101, D101 and D102. Structures to be demolished will be vacated and use discontinued prior to start of work. Some interior demolition in the two-story building is being performed by Owner. D101 and D102 illustrate the condition to exist at start of work by the DBF, and demolition by the DBF. Salvaged and a small quantity of new materials will be present within the building. All this material is left for the use of the DBF.

**4.6.1.3** Paving – Repair of existing and new paved drives and parking shall be plant-mixed, hot-laid, asphalt aggregate mixture complying with ASTM D3515 and as recommended by City of Tallahassee specifications to suit project conditions. The entire paved area shall be re-stripped with chlorinated rubber based paint. Layout shall be designed by the DBF and approved by the PM. Concrete sidewalk paving shall be 4” reinforced 3000 psi with control and expansion joints. Provide concrete curb and gutter to match existing profiles and solid concrete wheel stops.

**4.6.1.4** Site Equipment – Provide items required by Code or Ordinance and items shown on C102.

**4.6.1.5** Landscaping – Provide landscape design of all un-paved areas shown on the plans including trees, shrubs, sodded areas and irrigation. Landscape materials provided shall be low maintenance varieties.

#### **4.6.2 Concrete**

**4.6.2.1** Match existing construction with new work including cast in place, slab on grade and composite steel and concrete elevated deck. All concrete work shall be designed and constructed to meet code and resist all loads.

#### **4.6.3 Masonry**

**4.6.3.1** Provide reinforced load-bearing concrete masonry exterior face walls on the new addition and where windows are closed. Salvage brick from demolition work to patch brick where required to close existing window openings. Provide custom stone (architectural concrete) finish on the lower portion of the new addition as indicated on Sheet A201, and on the cheek walls at new exit steps on the east and west sides.

#### **4.6.4 Metals**

**4.6.4.1** Structural Steel – Provide structural steel design and installation in accordance with ASTM A36, ASTM A501 and AISC Code of Standard Practice, Manual of Steel Construction, Allowable Stress Design. All design work shall be performed in conformity with prevailing code, signed and sealed by a registered professional structural engineer and submitted to the PM for approval.

**4.6.4.2** Roof Support Structure – Provide design and construction of a sloped roof structure installed above the existing roof. Fabricate from light-gauge steel framing components to resist loads and wind uplift and provide support for the warrantied roof described in 4.6.6.

**4.6.4.3** Interior Partitions – Non-combustible metal steel framing components spaced at 24” max. Partitions framing and wallboard.

#### **4.6.5 Wood and Plastics**

**4.6.5.1** Casework - Where shown on the plans, furnish plastic laminate covered AWI custom quality base and overhead cabinets and blocking inside walls to support it. Custom casework in Courtrooms shall be designed and constructed in a manner consistent with similar casework in other County courtroom facilities. The Judge’s bench shall be equipped with bullet proof barriers; Clerk and Bailiff cabinets and the cabinets outside of Rooms 112 and 111 shall be 24” deep, floor to ceiling and lockable. Provide plastic laminate countertops where shown. Provide back and side splashes in wet area. Do not use particle board or masonite in wet areas.

**4.6.5.2** Wood trim – Where required in 4.4, provide wood base, chair rail, wainscot and other wood trim and the necessary blocking inside walls to support it. Finishes shall be stained and varnished. Provide low walls in Courtrooms as shown on the plans between public galleries and attorney

wells and around the jury box. Support these walls with interior steel posts when needed for lateral stability. Provide swinging gates. Provide wood trim and wainscot to match adjacent casework.

#### **4.6.6 Moisture Protection**

**4.6.6.1** Metal Roofing – MBC1 Ultra-Dek standing seam or equal, to conform to UL test method 580, install in accordance with UL construction method. In addition to the contractor's warranty, furnish manufacturer's 20 year unlimited written warranty covering defects of workmanship and materials and a 10-year single source unlimited weather tightness warranty. 24 gauge minimum galvanized steel, 16" wide, 3" standing seam, concealed two-piece floating clip conforming to UL 90.

**4.6.6.2** Dampproofing – Furnish primer plus two coats of cold applied asphalt bitumen dampproofing on all exterior concrete and concrete masonry walls in accordance with ASTM D449 and the NRCA Waterproofing Manual. Seal watertight at penetrations and to flashing.

**4.6.6.3** Exterior Insulation and Finish System – Furnish Dryvit Standard Sandpebble PMR finish on 2" min EPS or approved equal. Add additional EPS to model exterior design profile shown. Provide "V" type joints where shown. Design and install in accordance with Exterior Insulation Manufacturer's Association Guideline Specifications for Exterior Insulation and Finish Systems, Class PB, Type A system.

#### **4.6.7 Doors, Windows, Aluminum Storefronts, Hardware and Glazing**

**4.6.7.1** Doors – Provide interior solid core hardwood veneer doors in hollow metal frames in all openings shown on A101 and A102, except as modified below. Furnish fire rated assemblies when required by Code. Finish shall be stain and varnish. Double entry doors to Courtrooms shall be equipped with silent closers and vertical 6" x 18" vision lites in each leaf. All exterior entry doors and door to Conference 203 shall be aluminum and glass doors in aluminum frames, furnished as a part of the aluminum storefront systems specified below.

**4.6.7.2** Windows – Remove existing glazing and replace all existing windows in the building utilizing a replacement system such as EFCO Trim-Add that allows existing window frames to remain. Furnish matching new window at Judge's Chambers 113 as shown on Sheet A101. Glazing shall match that used in the aluminum storefronts specified below.

**4.6.7.3** Aluminum Storefronts – Furnish Kawneer Trifab 400 systems with 190 narrow style full lite doors, at all exterior entrances, all windows in the new addition and around Conference room 203. Design and install in accordance with manufacturer's recommendations and AAMA metal curtain wall, window and storefront guide specifications manual. Glaze with PPG Solar Ban 70XL Staphire insulating glass or approved equal.

**4.6.7.4** Hardware – Furnish heavy duty hardware including hinges, cylindrical lever handle locksets, overhead closers, stops, bumpers, and hold open

devices appropriate to the function of the space and in accordance with governing codes. Provide sound isolation gasketing at doors to all courtrooms, mediation rooms and the jury room.

#### **4.6.8 Finishes**

**4.6.8.1** Provide finishes indicated in 4.4 for each space. Carpet shall comply with Leon County Facilities Design Guidelines. All gypsum drywall shall be 5/8" Type X. Wallboard behind tile shall be tile backer board. Suspended acoustical ceilings shall be Armstrong Minatone Cortega or approved equal.

#### **4.6.9 Specialties**

**4.6.9.1** Acoustical Control – All interior partitions shall extend to the floor/roof deck above. Wall surrounding courtrooms shall be sealed to the floor deck above and contain 2" acoustical batt insulation.

#### **4.6.10 Equipment**

**4.6.10.1** Exterior Building Signage – Provide 8" high cut aluminum letters mounted as shown on Sheet A201.

**4.6.10.2** Interior Signage – By Owner

**4.6.10.3** Toilet Partitions and Accessories shall be solid phenolic vandal resistant floor mounted and overhead braced.

#### **4.6.11 Furnishings**

**4.6.11.1** All moveable equipment and furnishings will be provided by Owner. Furniture plans are provided on Sheet A501 to assist the DBF in locating lighting, electrical outlets, and voice/data outlets and other components.

#### **4.6.12 Conveying Systems**

**4.6.12.1** Furnish 3500 lb capacity hydraulic elevator as shown on Sheets A101 and A102. Elevator design and installation shall be performed in accordance with Leon County Facilities Design Guidelines. Elevator shall be Shindler Series 330A 125 fpm 5550 or approved equal. Installation shall be compliant with ASME A17 and CSA B44.

#### **4.6.13 Mechanical**

**4.6.13.1** Plumbing and Plumbing Fixtures – Existing toilet walls will be demolished as indicated on D101 and D102. Plumbing fixtures on D101 will be salvaged by the Owner and provided to the DBF for re-installation. D102 fixtures must be replaced. It is intended that re-installation on both floors will be made on existing plumbing rough-ins. Two new toilets, 111 and 112, must be provided by extension of existing plumbing systems. All new fixtures, faucets and other plumbing components shall match existing in quality and finish.

**4.6.13.2** Heating, Ventilation & Air Conditioning Systems and Controls – Existing interior HVAC units, ductwork, etc., will be removed by Owner prior to start of work. Existing rooftop HVAC units will be removed by the DBF as part of this work. Provide design and construction of new 19 (min) SEER HVAC systems for the building. Systems shall be by Trane, Carrier or approved equal. Provide separate systems for the two first floor courtrooms. Locate outside units for these systems to the south of the building as indicated on Sheet C102. Note that clearance to structure for ductwork and ceiling heights needed for courtrooms, are very limited. During planning of a previous (un-executed) remodeling for this structure, a ductwork scheme was developed to address this issue, which routes ducts through the existing bar joists. This scheme is provided for information only in Appendix D. It is anticipated that a similar scheme be developed by the DBF for the two new courtrooms using Appendix D as a guide. Furnish HVAC systems serving the second floor such that the office area to the north of the column line is zoned separately from the office area to the south. Outside units for these systems will be located together with the first floor units on the south side of the building See Sheet C102. Provide automated control systems to serve these units, capable of remote monitoring and compatible with the County's monitoring systems provided by Johnson Controls.

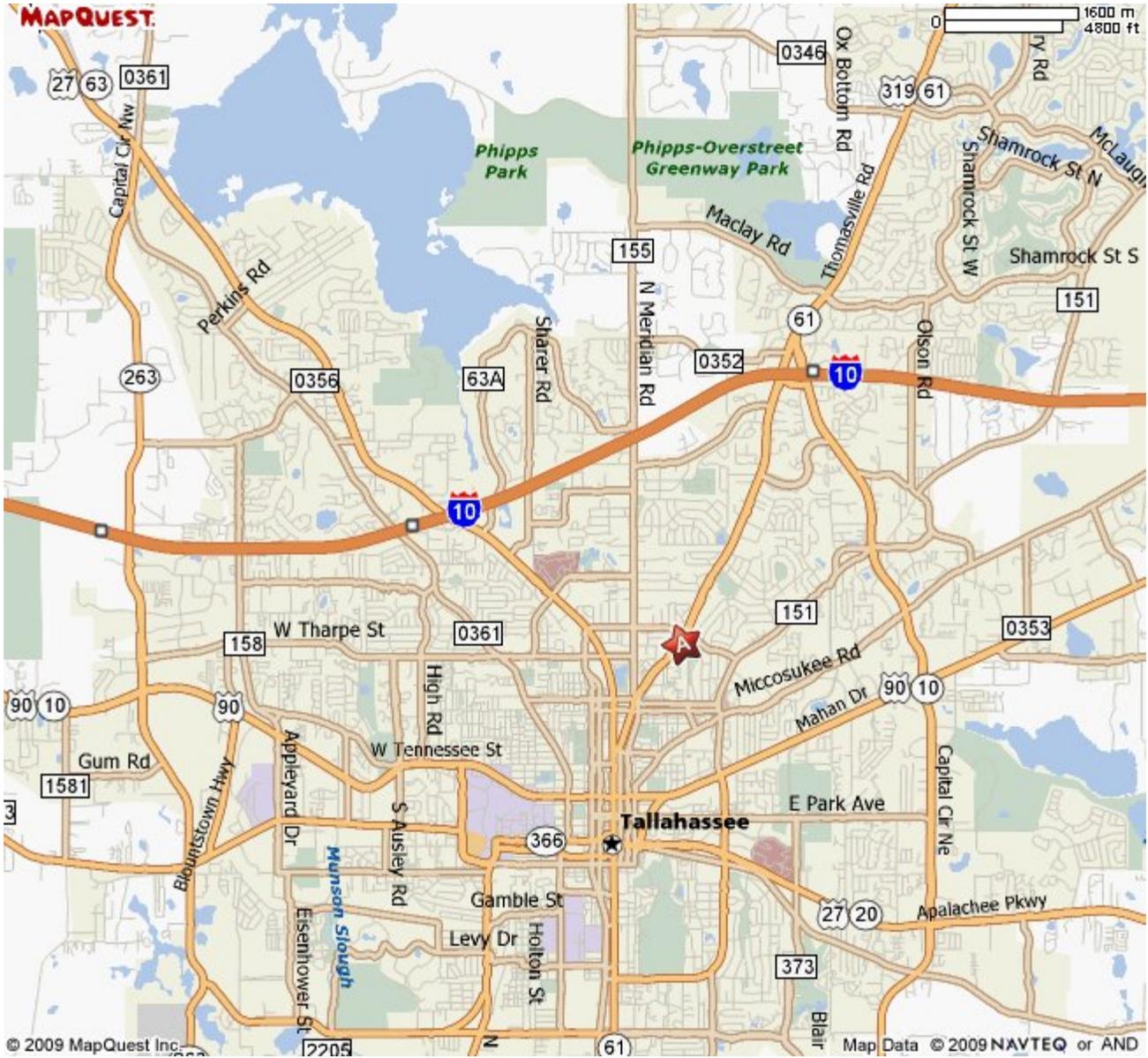
#### **4.6.14 Electrical**

**4.6.14.1** Telecommunications, Audio and Multimedia Systems – All voice, data and audiovisual equipment and wiring for this project will be furnished and installed by Owner. Outlet boxes and conduit to serve these systems shall be provided by the DBF as follows: Provide single-gain boxes installed with 1" conduits stubbed into the ceiling for each voice, data or AV outlet required. Provide dedicated power outlets for all communications, sound, and audio equipment, 2 x quad outlets on emergency power circuits. Provide one outlet in break room's wall phone height. Courtrooms: Furnish two single gain boxes mounted 78" high, plus power the same height for wall mount TV's. Provide power above jury box for projector and single gain box for projector cables. Provide 2-2" home run conduits from Embarq outside location to the communications closet on the second floor for connection. Furnish 1" conduit installed in the floor to floor boxes with power hook ups to podium and attorney desks. Leon County MIS estimates that the total numbers for outlet boxes will be approximately: 1 – wall phone height in break room; 4 – 78" high in courtrooms for wall TV (two in each courtroom); 70 – for offices and other locations spread throughout the floor plan for network and voice connections; 1 – location in ceiling above jury for projector; and 1- location where bailiff sits in each courtroom for projector screen manual switch. All locations will require a power outlet in the same locations, except the Bailiffs.

- 4.6.14.2** Security and Access Control Systems – Furnish monitored perimeter security and access control systems for the building. Locate card or key fob access at the west exit door and the new south entry door. Provide perimeter security monitoring at all door and window openings. Locate control panel adjacent to the card or key fob entry locations.
- 4.6.14.3** Fire Alarm Systems – Furnish fire alarm system with monitoring services and audible and visible alarms located as required by Code. Provide connection to electric strike in Mediation/Holding 110, which allows egress from this space in the event of fire.
- 4.6.14.4** Lighting and Lighting Controls – Furnish design and installation of lighting and emergency lighting for the building compatible with similar County facilities and compliant with Leon County’s illumination standards. See Appendix E. Note that Footnote # 3 Appendix E requires occupancy sensor controls in certain areas. In most locations, these will be wall switches motion sensor types. All fluorescent lighting shall be T5 technology. Parabolic troffers shall be used in courtrooms, Conference 203, Lobby 100 and Corridor 102. Other lighting shall be compact fluorescent, LED or other energy efficient lighting technologies.
- 4.6.14.5** General Power – Provide outlets spaced no more than 50’ apart throughout and no less than two outlets per space. Provide additional power for all individual equipment and as indicated on 4.4. Provide one quad outlet at every workstation shown on A501, convenient to desktop computers and other equipment.

APPENDIX A

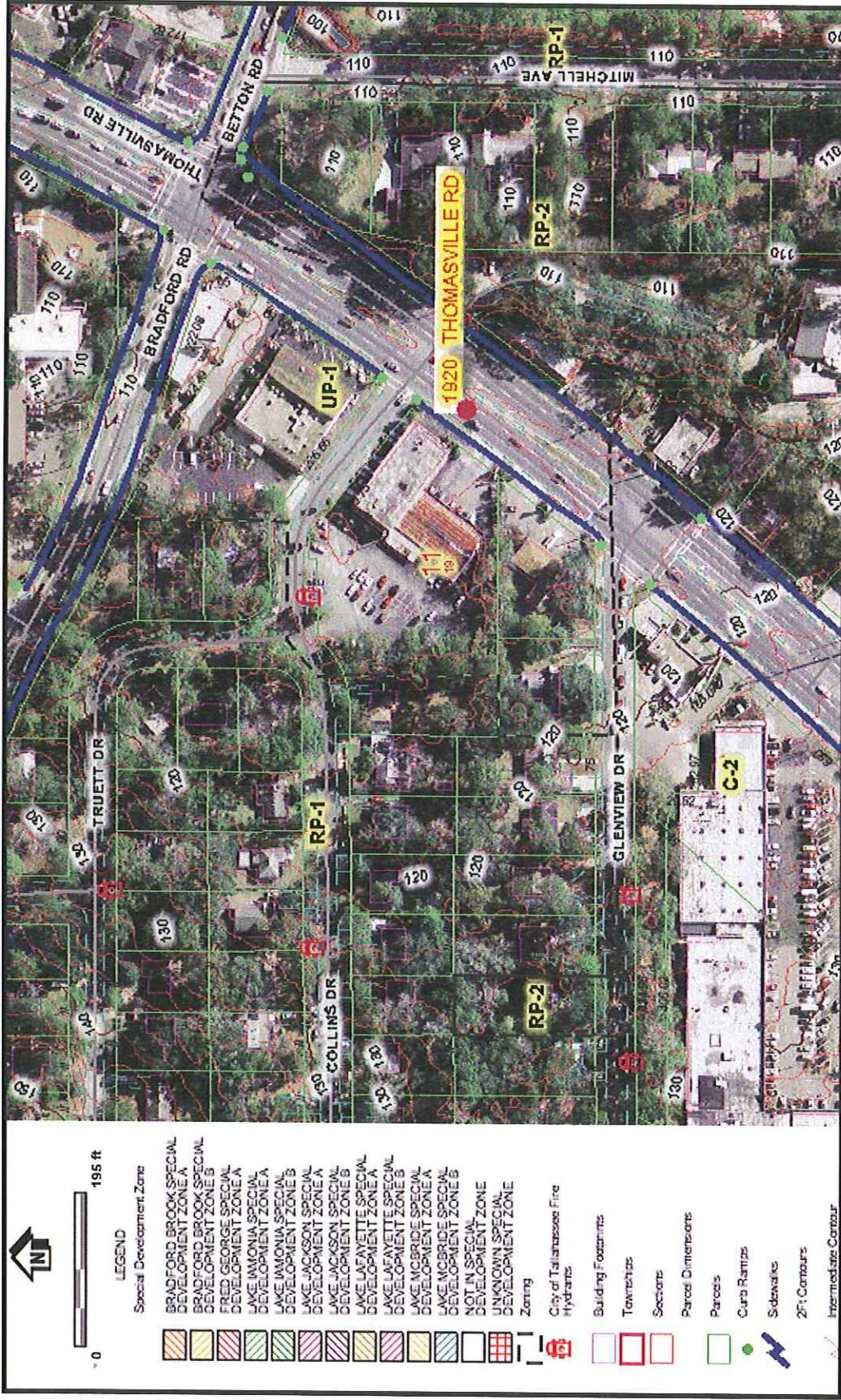
LOCATION MAP



**APPENDIX B**

**SITE DESCRIPTION**

**(SHEETS THAT FOLLOW)**



**TLCGIS**  
 Leon County Courthouse  
 301 S. Monroe St. P3 Level  
 Tallahassee, FL 32301  
 850/606-5504  
 Date Created: 4/24/2009

**Leon County Courts Annex**  
 1920 Thomasville Road

TLCGIS Map Disclaimer: This product has been compiled from the most accurate source data from Leon County, the City of Tallahassee, and the Leon County Property Appraiser. However, this product is for reference purposes only and is not to be construed as a legal document or survey instrument. Any reliance on the information contained herein is at the user's own risk. Leon County, the City of Tallahassee, and the Leon County Property Appraiser assume no responsibility for any use of the information contained herein or any loss resulting therefrom.

Tallahassee-Leon County  
**GIS**  
 WWW.TLCGIS.ORG

**APPENDIX C**  
**SCHEMATIC PLANS**



# TRAFFIC COURT RENOVATIONS

## Design / Build Scope

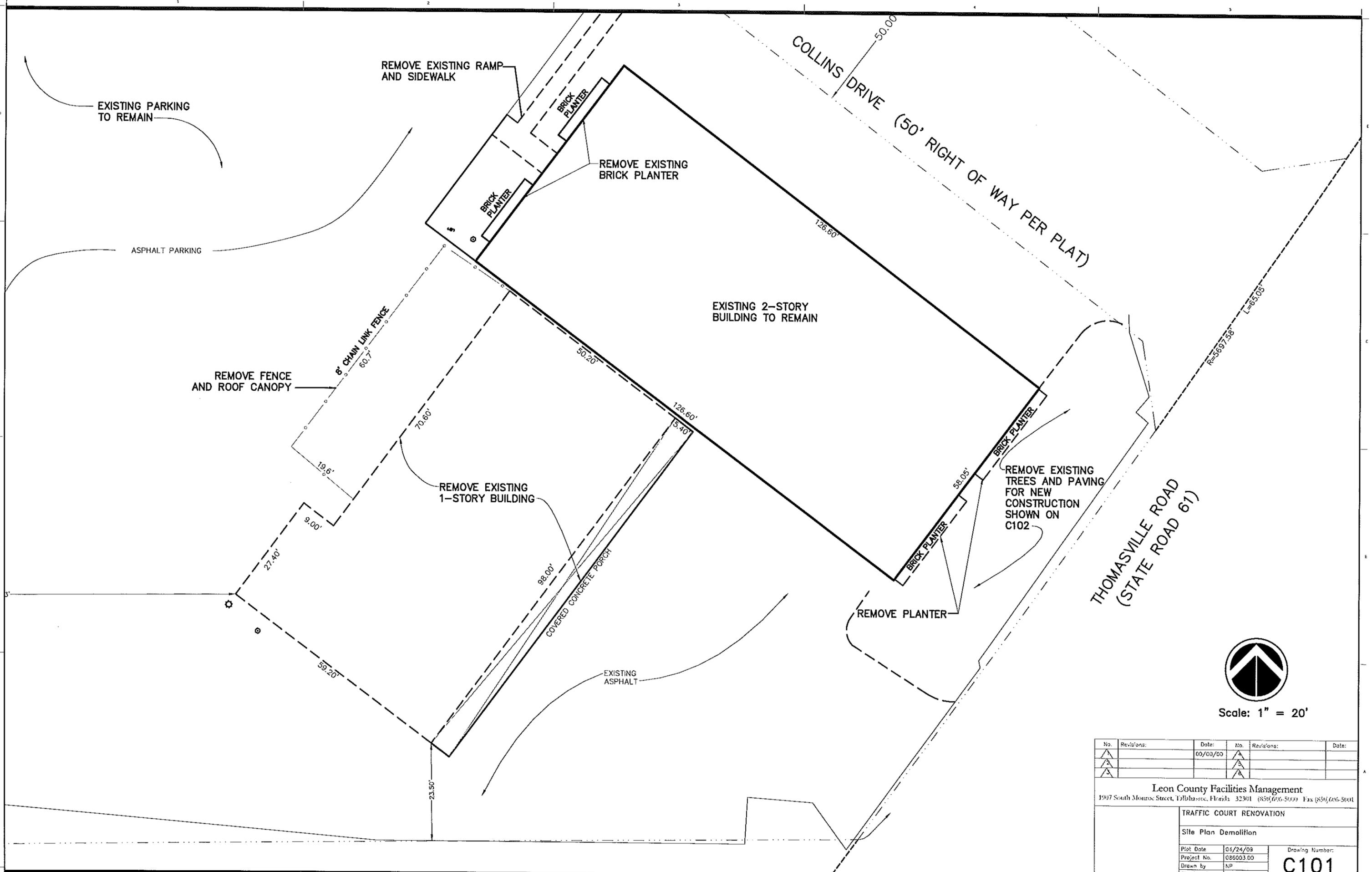
April 2009

<b>G100</b>	<b>Cover, Drawing Index</b>
<b>C101</b>	<b>Site Demolition Plan</b>
<b>C102</b>	<b>Site Plan</b>
<b>D101</b>	<b>First Floor Demolition Plan</b>
<b>D102</b>	<b>Second Floor Demolition Plan</b>
<b>A101</b>	<b>First Floor Plan</b>
<b>A102</b>	<b>Second Floor Plan</b>
<b>A103</b>	<b>Roof Plan</b>
<b>A701</b>	<b>Interior Elevations</b>
<b>A201</b>	<b>Exterior Elevations</b>
<b>A501</b>	<b>First Floor Furniture Plan</b>
<b>A502</b>	<b>Second Floor Furniture Plan</b>

No.	Revisions:	Date:	No.	Revisions:	Date:
1		00/00/00	4		
2			5		
3			6		

**Leon County Facilities Management**  
 1907 South Monroe Street, Tallahassee, Florida 32301 (850)606-5000 Fax (850)606-5001

TRAFFIC COURT RENOVATION	
Index and Building Information	
Plot Date	04/24/09
Project No.	086003.00
Drawn by	NP
Checked by	JW
Drawing Number:	
<b>G100</b>	



EXISTING PARKING TO REMAIN

ASPHALT PARKING

REMOVE EXISTING RAMP AND SIDEWALK

REMOVE EXISTING BRICK PLANTER

EXISTING 2-STORY BUILDING TO REMAIN

REMOVE FENCE AND ROOF CANOPY

REMOVE EXISTING 1-STORY BUILDING

REMOVE EXISTING TREES AND PAVING FOR NEW CONSTRUCTION SHOWN ON C102

COVERED CONCRETE PORCH

REMOVE PLANTER

EXISTING ASPHALT

COLLINS DRIVE (50' RIGHT OF WAY PER PLAT)

THOMASVILLE ROAD (STATE ROAD 61)



Scale: 1" = 20'

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1		00/00/00	1		
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3			3		

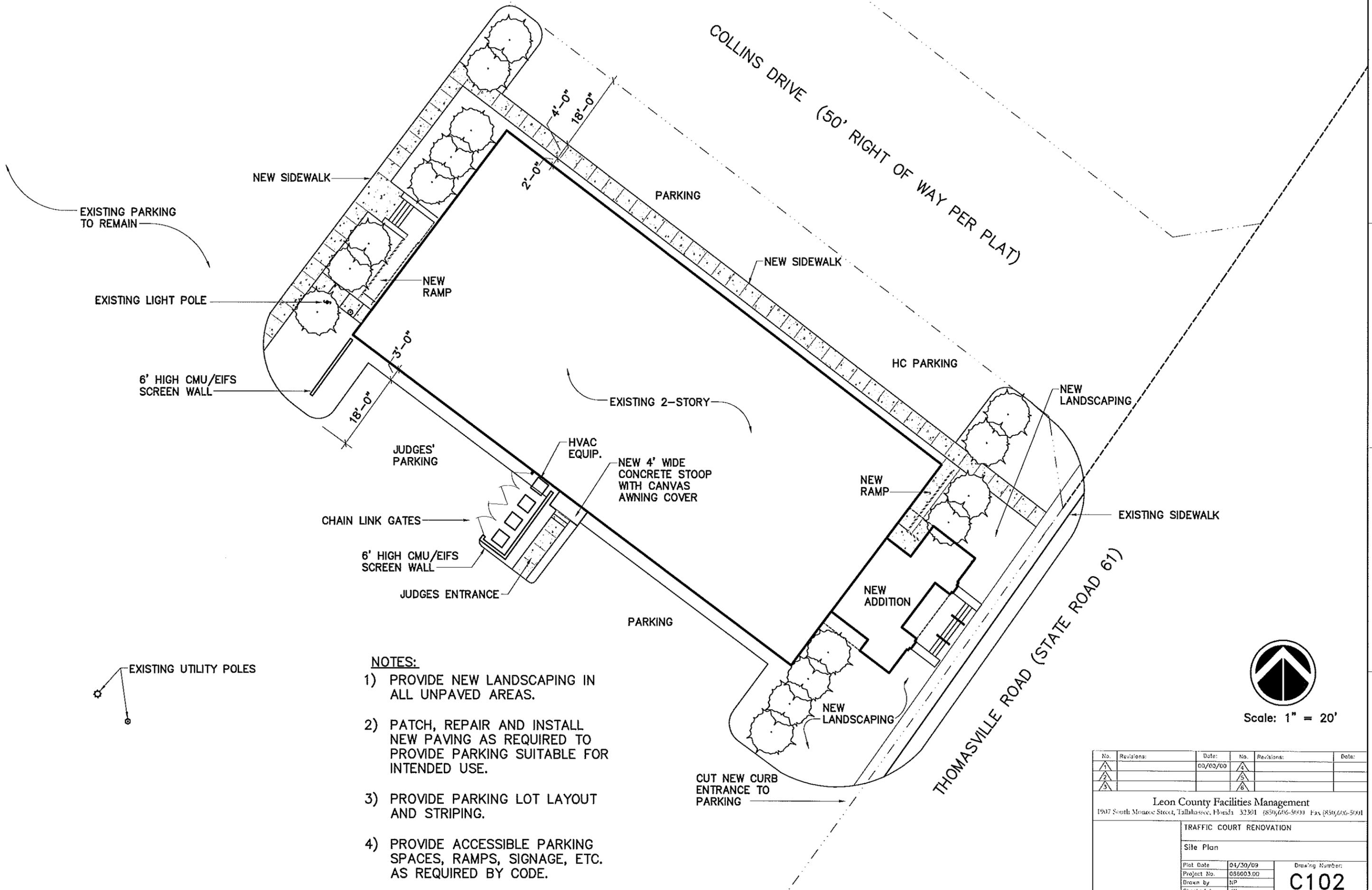
Leon County Facilities Management  
 1907 South Monroe Street, Tallahassee, Florida 32301 (850) 606-5000 Fax (850) 606-5001

TRAFFIC COURT RENOVATION

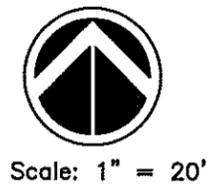
Site Plan Demolition

Plot Date: 04/24/09  
 Project No.: 086003.00  
 Drawn by: NP  
 Checked by: JW

Drawing Number:  
**C101**



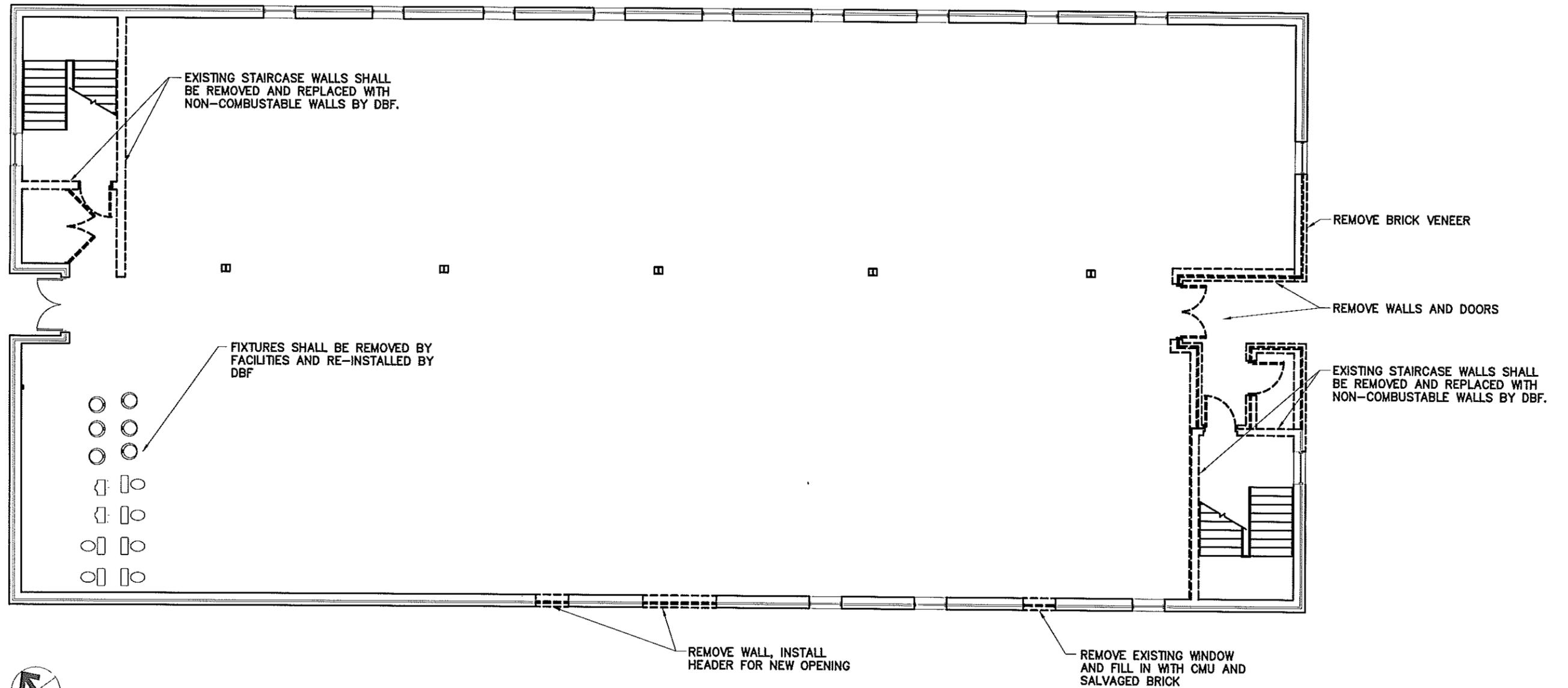
- NOTES:**
- 1) PROVIDE NEW LANDSCAPING IN ALL UNPAVED AREAS.
  - 2) PATCH, REPAIR AND INSTALL NEW PAVING AS REQUIRED TO PROVIDE PARKING SUITABLE FOR INTENDED USE.
  - 3) PROVIDE PARKING LOT LAYOUT AND STRIPING.
  - 4) PROVIDE ACCESSIBLE PARKING SPACES, RAMPS, SIGNAGE, ETC. AS REQUIRED BY CODE.



No.	Revisions	Date	No.	Revisions	Date
△		02/03/00	△		
△			△		
△			△		

**Leon County Facilities Management**  
 1907 South Monroe Street, Tallahassee, Florida 32301 (850) 606-5900 Fax (850) 606-5001

<b>TRAFFIC COURT RENOVATION</b>	
Site Plan	
Plot Date	04/30/09
Project No.	086003.00
Drawn by	NP
Checked by	JW
<b>C102</b>	



FIRST FLOOR DEMOLITION PLAN

3/32" = 1'-0"

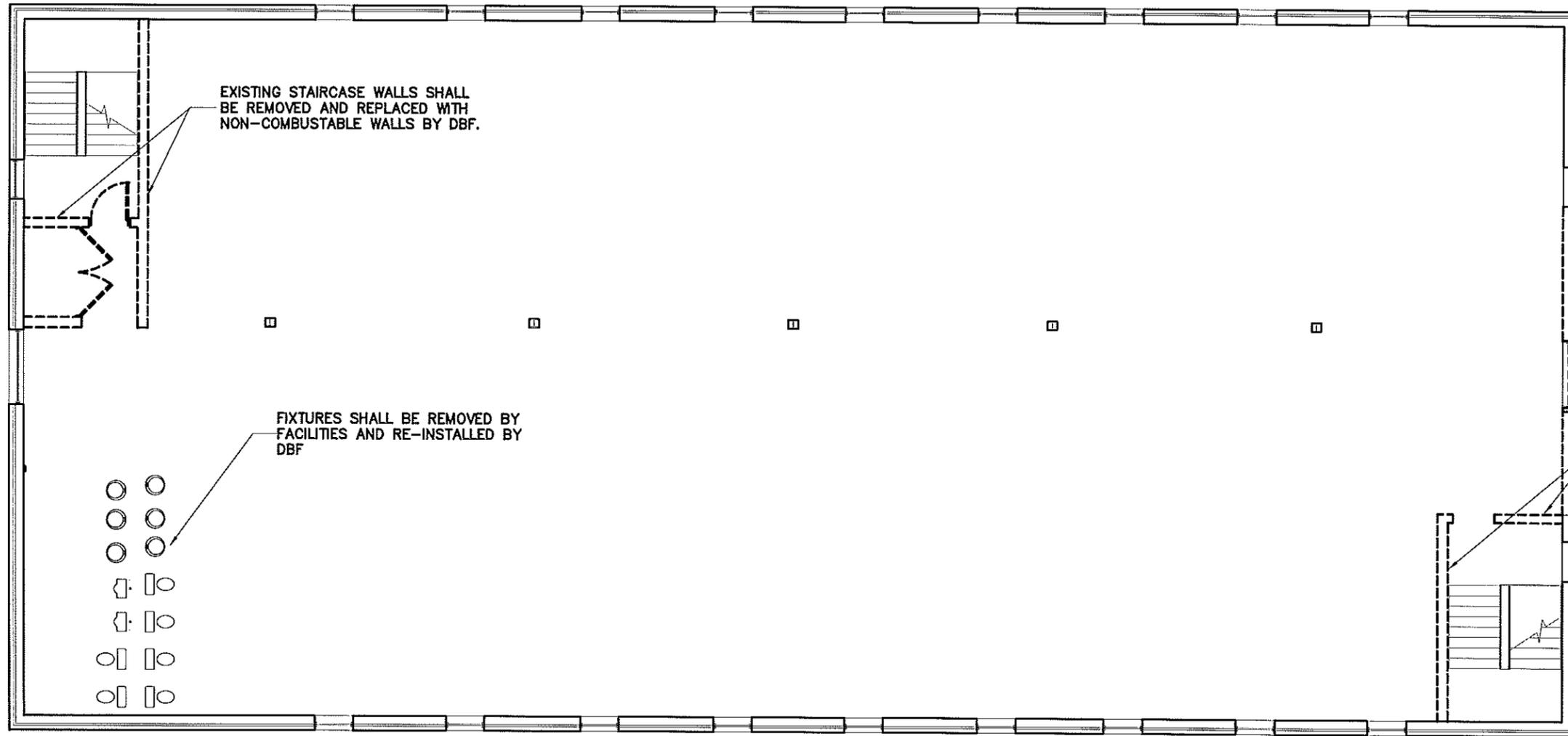
No.	Revisions:	Date:	No.	Revisions:	Date:
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2			5		
3			6		

Leon County Facilities Management  
 1907 South Monroe Street, Tallahassee, Florida 32301 (850) 606-5100 Fax (850) 606-5001

TRAFFIC COURT RENOVATION

FIRST FLOOR DEMOLITION PLAN

Plot Date	04/24/09	Drawing Number:	D101
Project No.	086003.00		
Drawn by	NP		
Checked by	JW		



EXISTING STAIRCASE WALLS SHALL BE REMOVED AND REPLACED WITH NON-COMBUSTABLE WALLS BY DBF.

FIXTURES SHALL BE REMOVED BY FACILITIES AND RE-INSTALLED BY DBF

REMOVE EXTERIOR BRICK VENEER AS REQUIRED TO ACCOMMODATE NEW WORK

REMOVE EXTERIOR WINDOWS

REMOVE EXTERIOR WALL

EXISTING STAIRCASE WALLS SHALL BE REMOVED AND REPLACED WITH NON-COMBUSTABLE WALLS BY DBF.



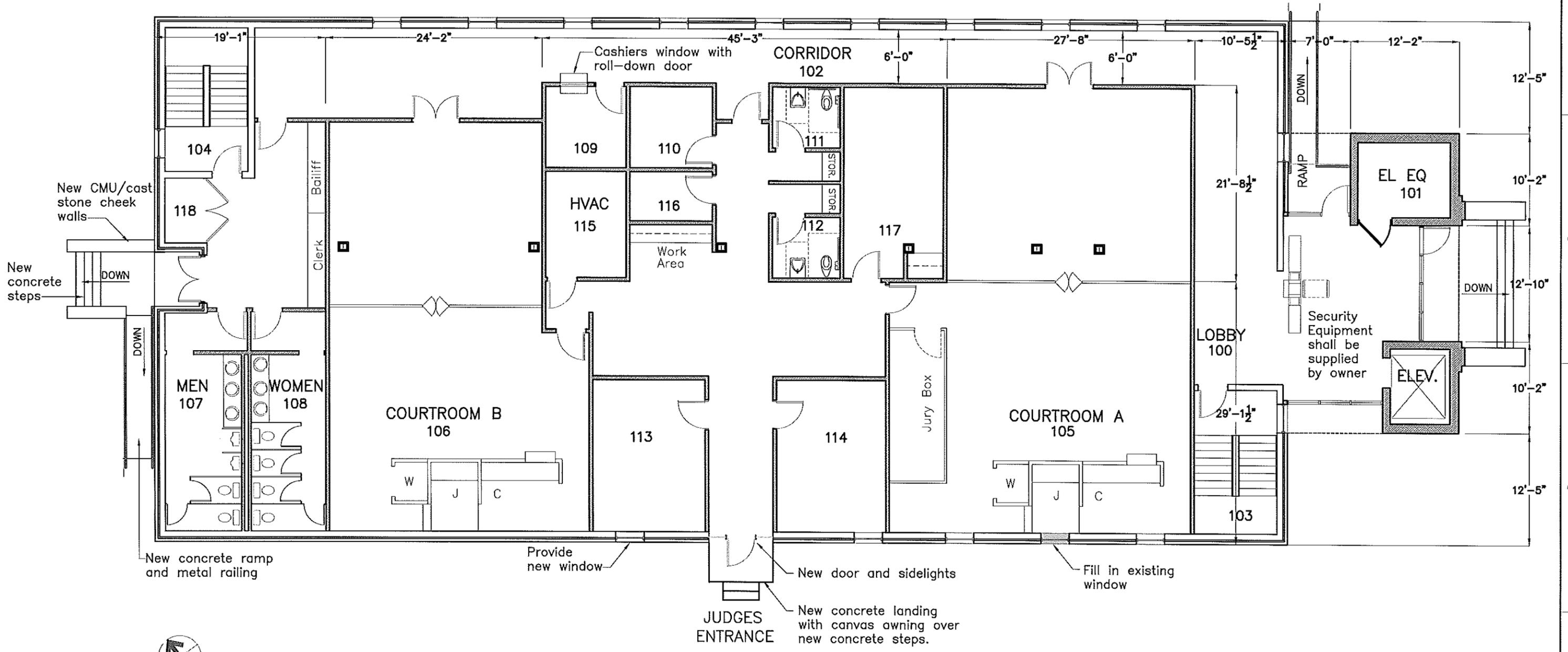
### SECOND FLOOR DEMOLITION PLAN

3/32" = 1'-0"

No.	Revisions:	Date:	No.	Revisions:	Date:
1		00/00/00	A		
2			B		
3			C		

Leon County Facilities Management  
 1907 South Monroe Street, Tallahassee, Florida 32301 (850)606-5000 Fax (850)606-5001

TRAFFIC COURT RENOVATION	
SECOND FLOOR DEMOLITION PLAN	
Plot Date	04/24/09
Project No.	086003.00
Drawn by	NP
Checked by	JW
Drawing Number: <b>D102</b>	



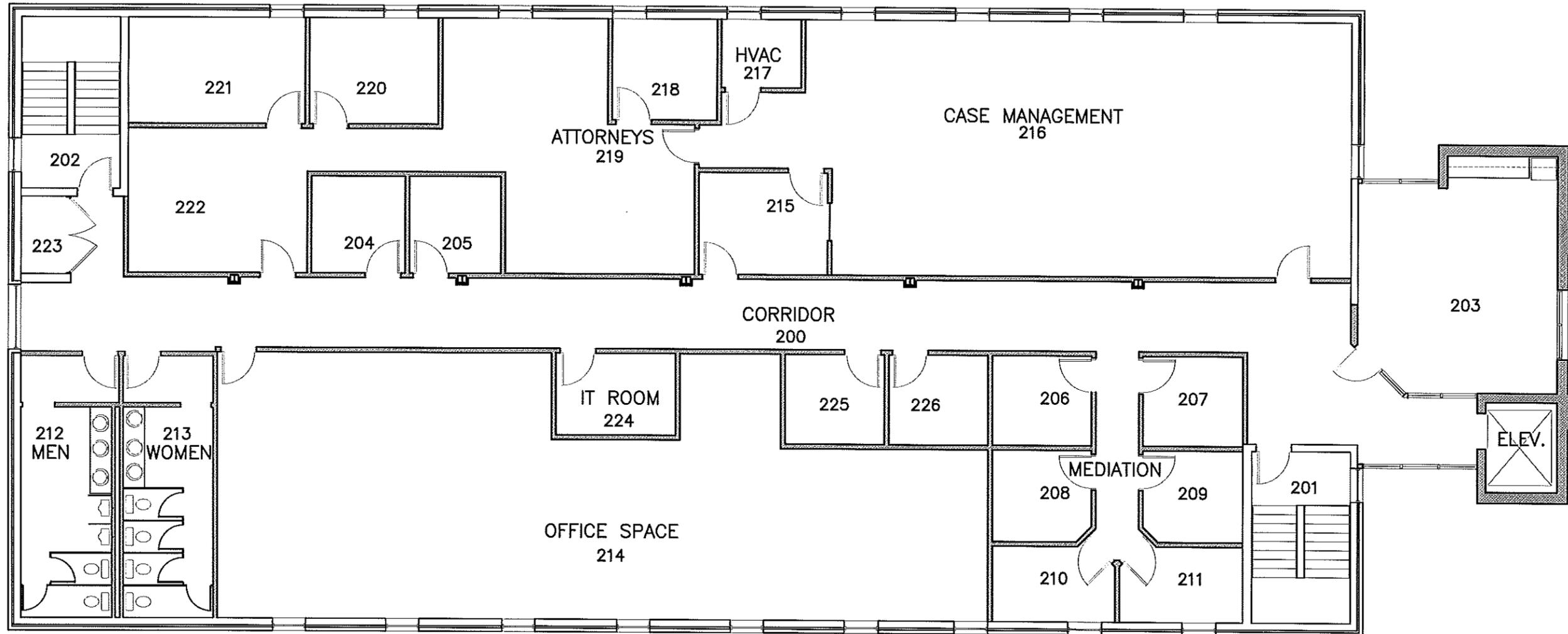
**FIRST FLOOR PLAN**  
 3/32" = 1'-0"

No.	Revisions:	Date:	No.	Revisions:	Date:
1		00/00/00	A		
2			B		
3			C		

**Leon County Facilities Management**  
 1907 South Monroe Street, Tallahassee, Florida 32301 (850) 606-5000 Fax (850) 606-5001

<b>TRAFFIC COURT RENOVATION</b>	
<b>FIRST FLOOR PLAN</b>	
Plot Date	04/30/09
Project No.	086003.00
Drawn by	NP
Checked by	JW

A101



**SECOND FLOOR PLAN**

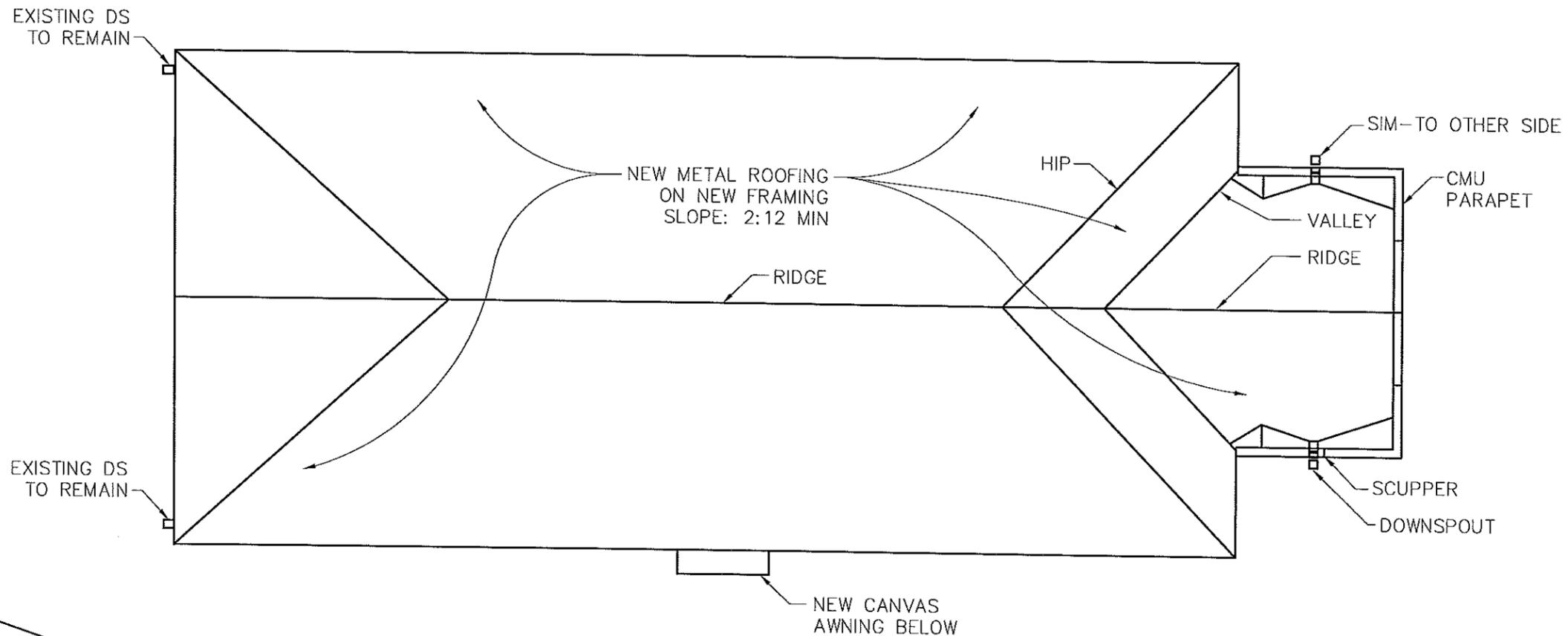
3/32" = 1'-0"

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3			6		

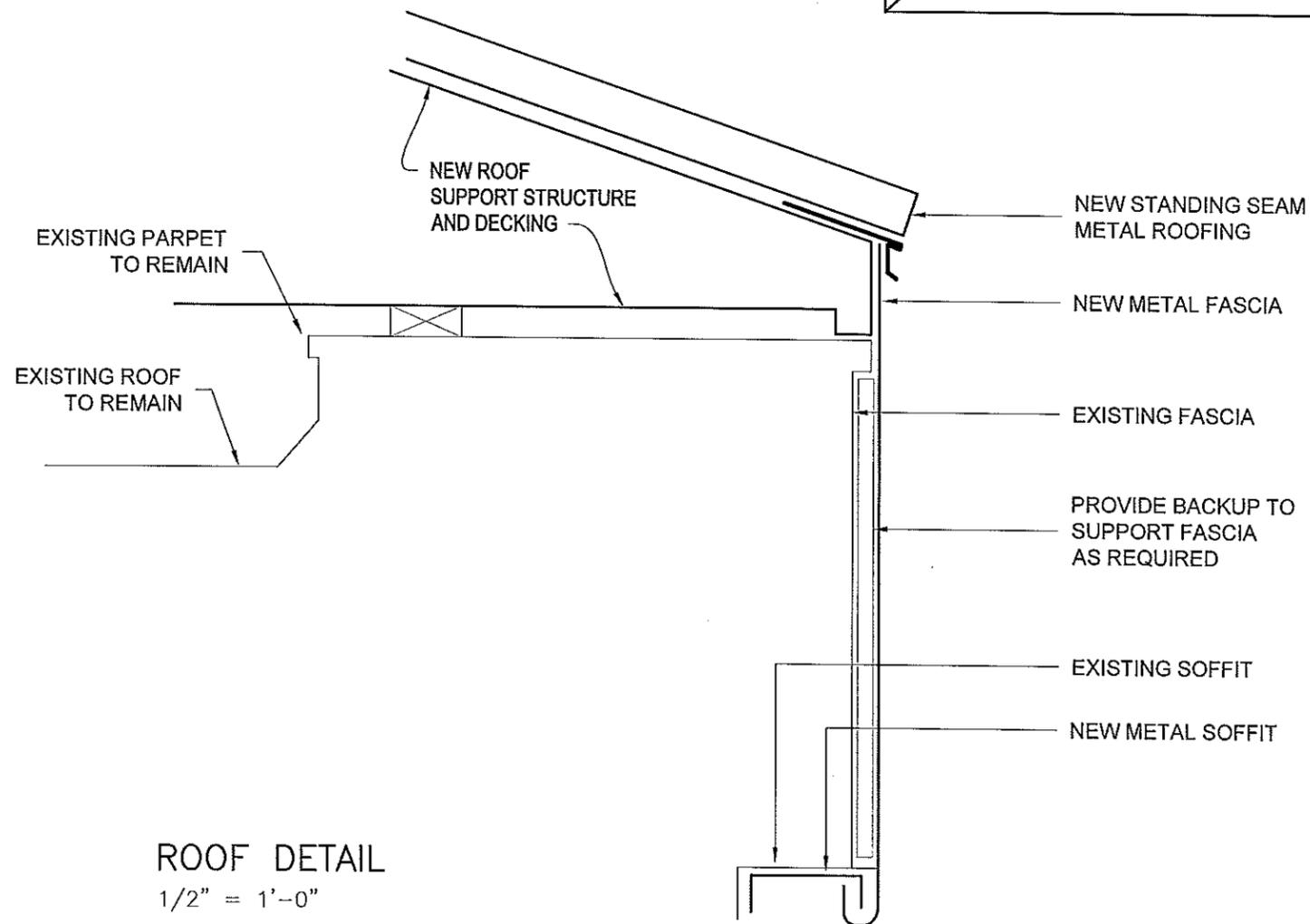
**Leon County Facilities Management**  
 1907 South Monroe Street, Tallahassee, Florida 32301 (850)606-5000 Fax (850)606-5001

<b>TRAFFIC COURT RENOVATION</b>	
<b>SECOND FLOOR PLAN</b>	
Plot Date	04/24/09
Project No.	086003.00
Drawn by	NP
Checked by	JW

**A102**



**FIRST FLOOR PLAN**  
1/16" = 1'-0"



**ROOF DETAIL**  
1/2" = 1'-0"

- NOTES:**
- 1) EXTEND ALL VENTS THRU ROOF.

No.	Revisions:	Date:	No.	Revisions:	Date:
1		00/00/00	1		
2			2		
3			3		

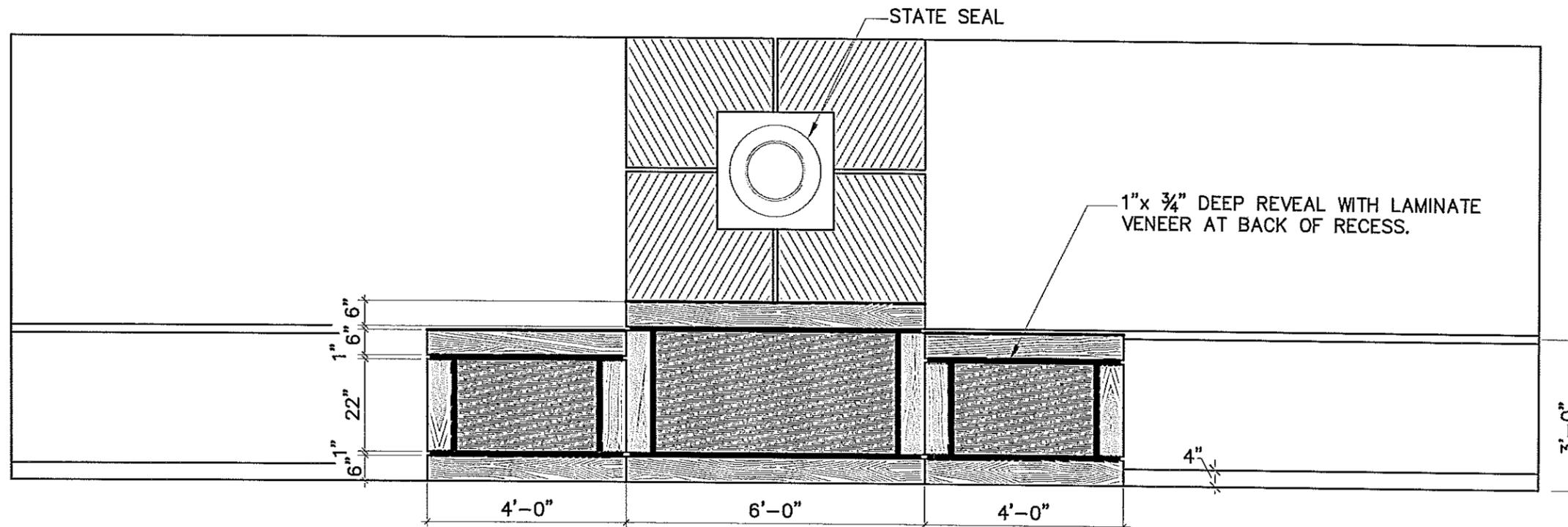
Leon County Facilities Management  
1907 South Monroe Street, Tallahassee, Florida 32301 (850)606-5000 Fax (850)606-5001

**TRAFFIC COURT RENOVATION**

**ROOF PLAN**

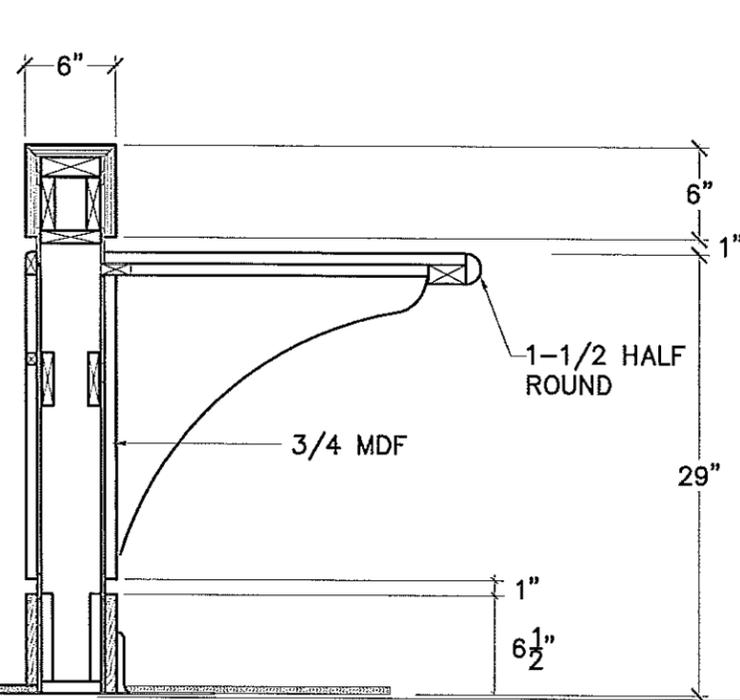
Plot Date	04/22/09	Drawing Number:
Project No.	086003.00	
Drawn by	NP	
Checked by	JW	

**A103**



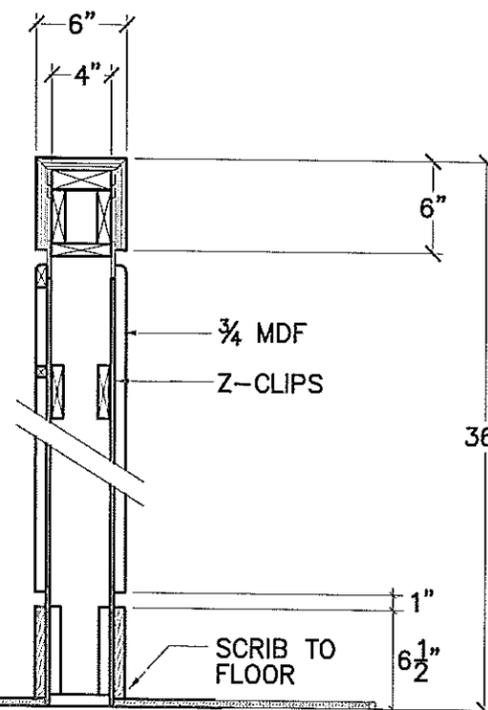
JUDGES BENCH ELEVATION

3/8" = 1'-0"



CLERKS DESK SECTION

1" = 1'-0"



JURY BOX RAIL SECTION

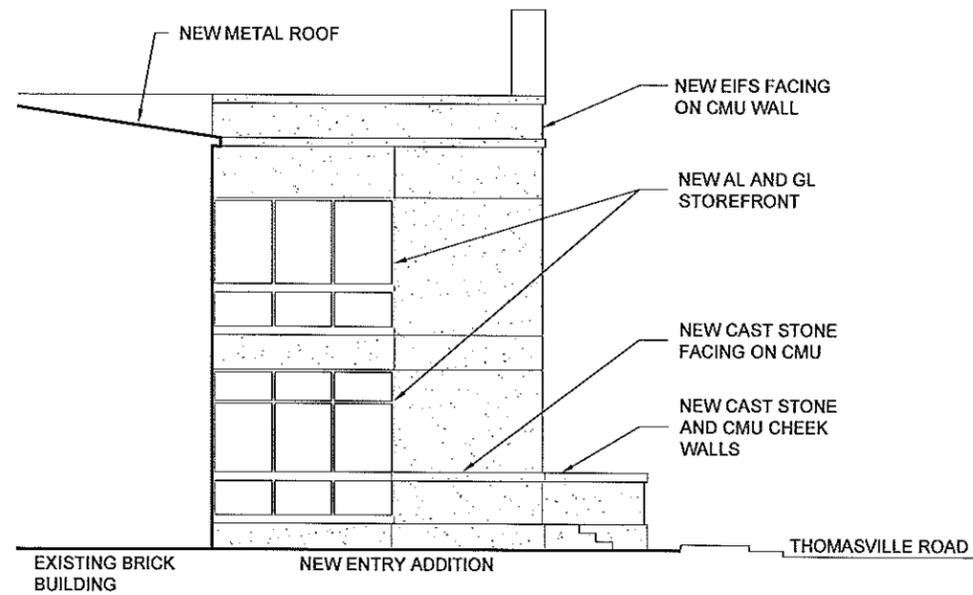
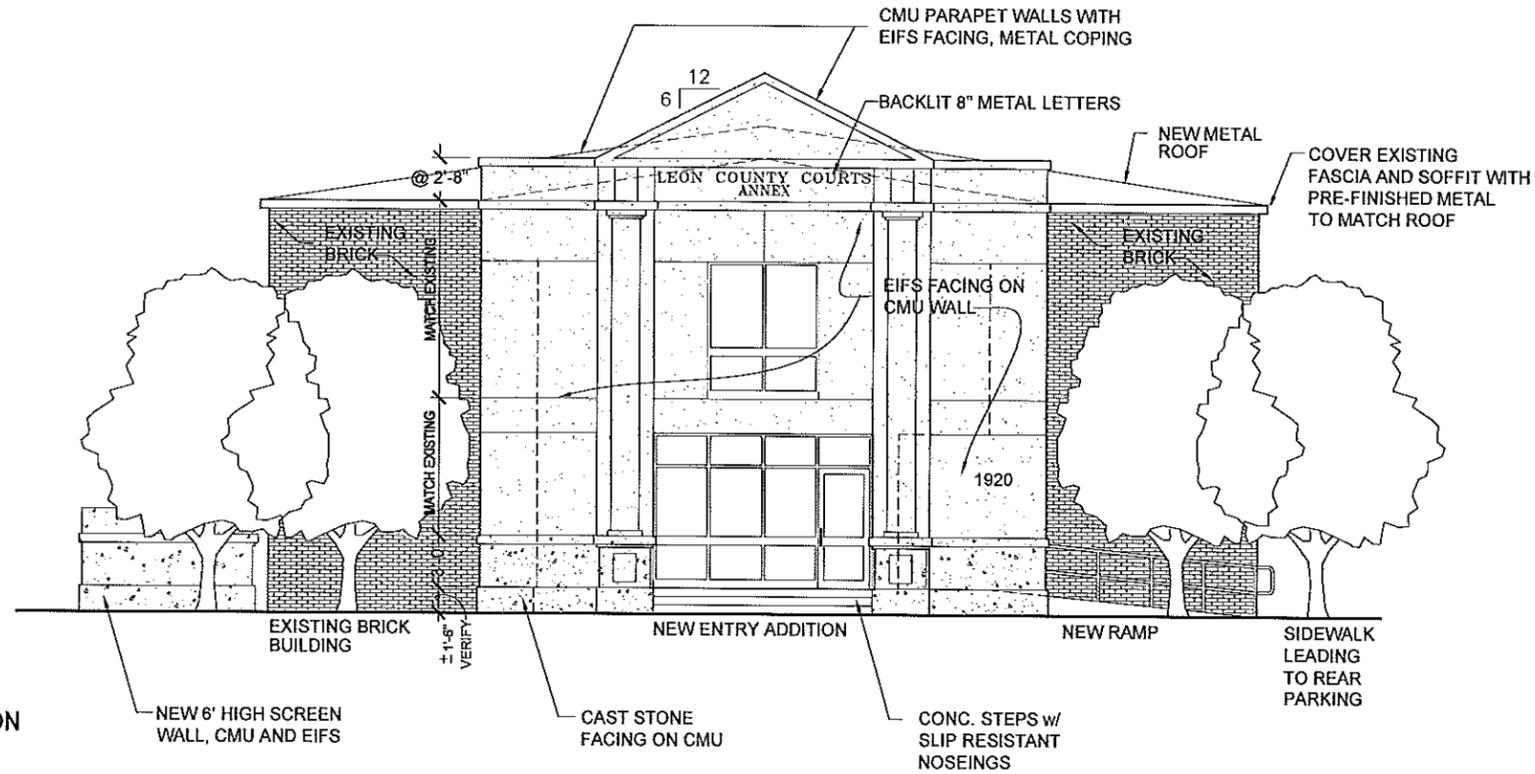
1" = 1'-0"

No.	Revisions:	Date:	No.	Revisions:	Date:
1		00/00/00	1		
2			2		
3			3		

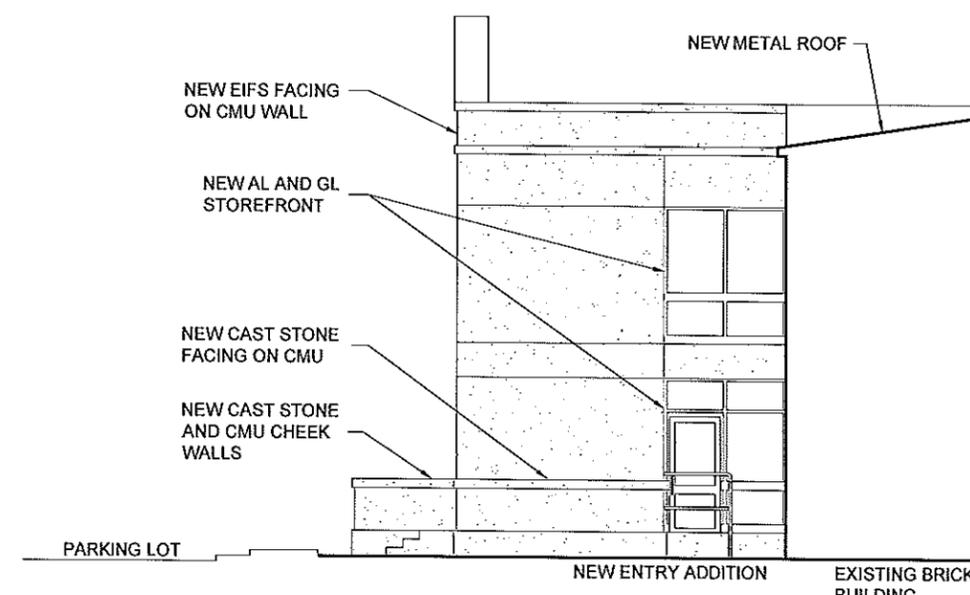
Leon County Facilities Management  
 1907 South Monroe Street, Tallahassee, Florida 32301 (850)606-5000 Fax (850)606-5001

TRAFFIC COURT RENOVATION	
JUDGES BENCH ELEVATION	
Plot Date	04/22/09
Project No.	086003.00
Drawn by	NP
Checked by	JW
Drawing Number: A701	

**EAST ELEVATION**  
3/32" = 1'-0"



**SOUTH ELEVATION**  
3/32" = 1'-0"



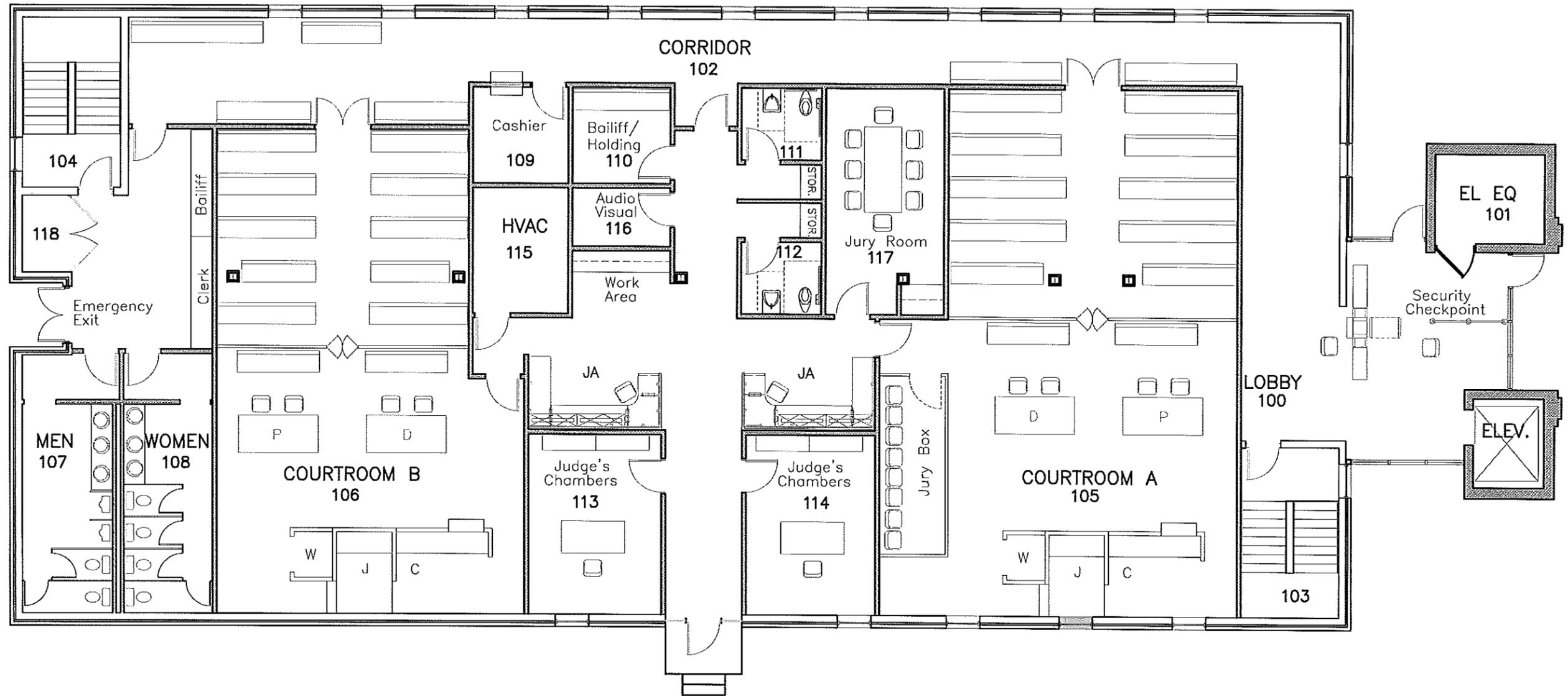
**NORTH ELEVATION**  
3/32" = 1'-0"

No.	Revisions:	Date:	No.	Revisions:	Date:
1		00/00/00	A		
2			B		
3			C		

**Leon County Facilities Management**  
1907 South Monroe Street, Tallahassee, Florida 32301 (850) 606-5000 Fax (850) 606-5001

<b>TRAFFIC COURT RENOVATION</b>	
<b>EXTERIOR ELEVATIONS</b>	
Plot Date	04/24/09
Project No.	088003.00
Drawn by	NP
Checked by	JW

**A201**



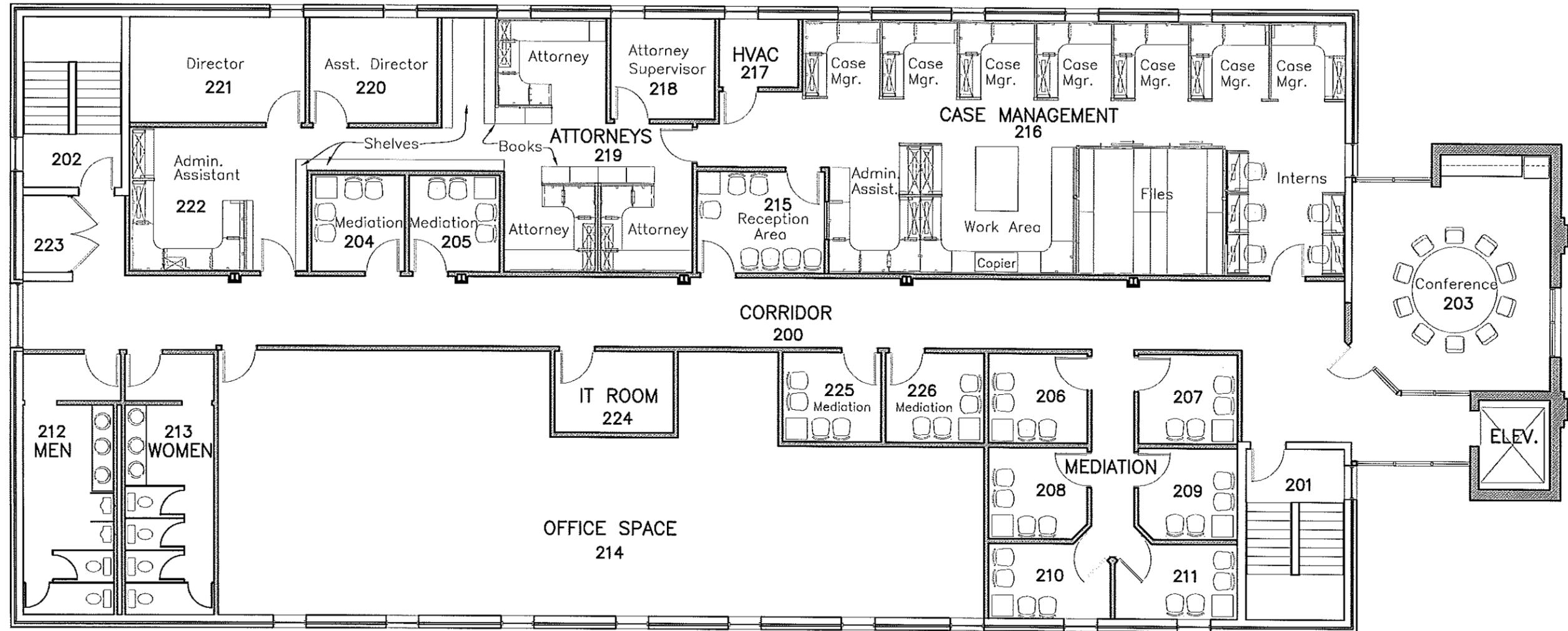
**FIRST FLOOR FURNITURE PLAN**

3/32" = 1'-0"

No.	Revisions:	Date:	No.	Revisions:	Date:
1		00/00/00	A		
2			B		
3			B		

**Leon County Facilities Management**  
 1907 South Monroe Street, Tallahassee, Florida 32301 (850)606-5000 Fax (850)606-5001

<b>TRAFFIC COURT RENOVATION</b>	
<b>FIRST FLOOR FURNITURE PLAN</b>	
Plot Date	04/24/09
Project No.	085003.00
Drawn by	NP
Checked by	JW
<b>A501</b>	



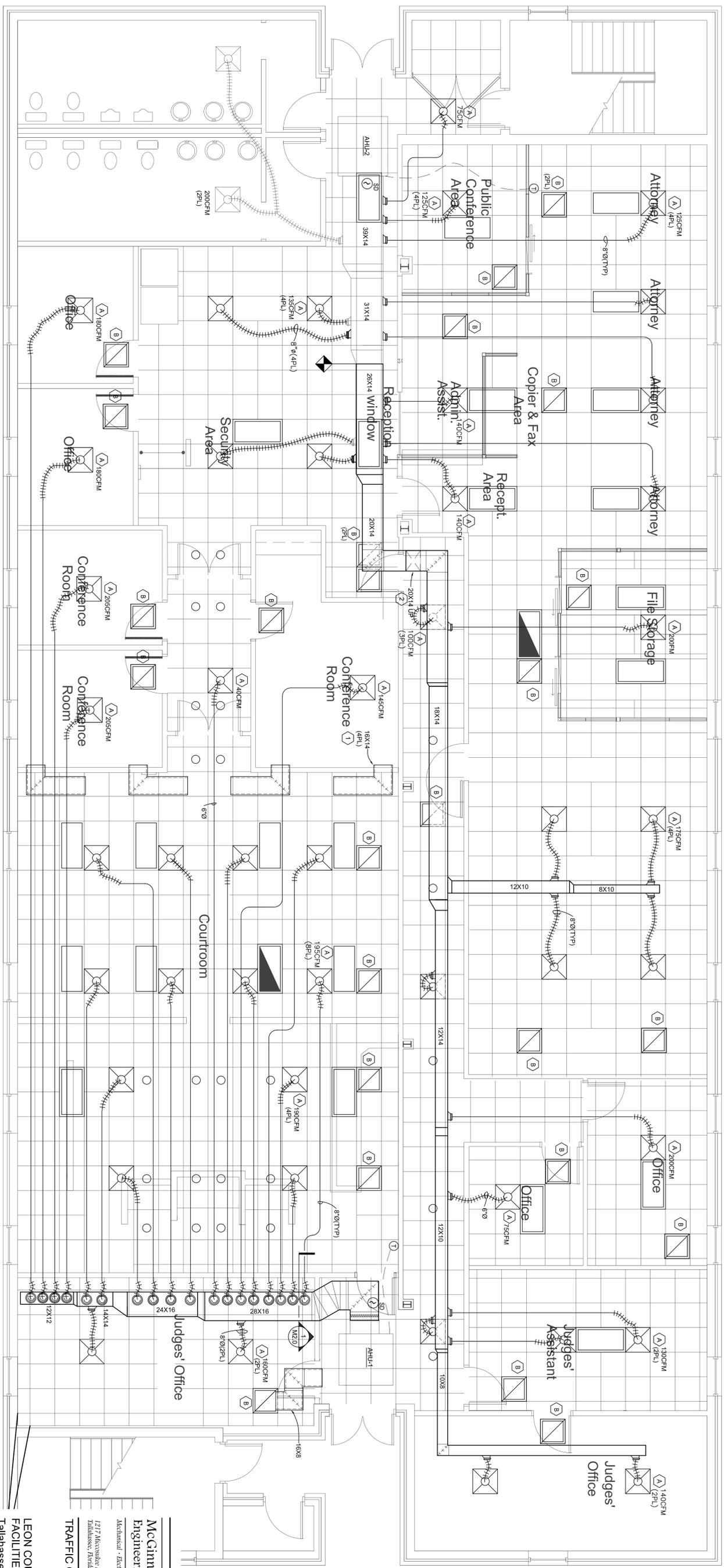
**SECOND FLOOR FURNITURE PLAN**

3/32" = 1'-0"

No.	Revisions:	Date:	No.	Revisions:	Date:
1		00/00/00	1		
2			2		
3			3		

<b>Leon County Facilities Management</b>	
1907 South Monroe Street, Tallahassee, Florida 32301 (850)606-5000 Fax (850)606-5001	
<b>TRAFFIC COURT RENOVATION</b>	
<b>SECOND FLOOR FURNITURE PLAN</b>	
Plot Date	04/27/09
Project No.	085003.00
Drawn by	NP
Checked by	JW
<b>A502</b>	

**APPENDIX D -  
PREVIOUS HVAC SCHEME**



**FLAG NOTES:**

- 1 LONG LEG OF TRAP SHALL BE 36" LONG (MIN). SEAL/PACK WALL PENETRATION WITH SAFING. SUPPORT DUCT FROM STRUCTURE.
- 2 RAISE DUCT TO ACCOMMODATE RAISED CEILING IN THIS CORRIDOR.

**FIRST FLOOR HVAC PLAN - OPTION B**

SCALE: 1/8" = 1'-0"



**McGinniss & Fleming**  
 Engineering, Inc.  
 Mechanical - Electrical - Fire Protection - Plumbing  
 1217 McKeessee Road  
 Tallahassee, Florida 32308  
 EB #03990

**LEON COUNTY - DIVISION OF FACILITIES MANAGEMENT**  
 Tallahassee, Florida

DATE: FEBRUARY 25, 2009  
 REVISED:

DESIGNED BY: **GHM** DRAWN BY: **GHM**  
 SUBMITTAL: 95% REVIEW  
 SHEET TITLE: MECHANICAL - FIRST FLOOR HVAC PLAN - OPTION B

**M2.0**

**APPENDIX E**  
**ILLUMINATION STANDARDS**

### Illumination Standards<sup>1</sup>

Space Description	Task <sup>2</sup> (fc)	Gen (fc)
<b>Exterior Areas</b>		
Building entrances	n/a	5
Parking lots	n/a	.8-3.6
Roadways	n/a	.3-1.6
Loading and unloading areas	n/a	10
<b>Interior Areas</b>		
Corridors and transition zones	10	10
Lobbies and waiting areas	30	10
Meeting rooms <sup>3</sup>	30	30
Classrooms and training rooms <sup>3</sup>	50	30
Offices	50	20
Storage, active <sup>3</sup>	30	20
Storage, inactive <sup>3</sup>	8	8
Supply rooms <sup>3</sup>	30	20
File rooms <sup>3</sup>	30	20
Copy rooms <sup>3</sup>	30	20
Mail rooms	50	20
Break rooms <sup>3</sup>	30	20
Dining areas	30	20
Equipment rooms <sup>3</sup>	30	30
Food preparation areas	50	20
Restrooms <sup>3</sup>	30	10
Dressing and locker rooms	30	10
Stairways	15	15
Electrical rooms <sup>3</sup>	30	30
Mechanical rooms <sup>3</sup>	30	30
Courthouses		
Courtroom deliberation areas <sup>3</sup>	50	10
Courtroom audience areas <sup>3</sup>	15	15
Courtroom jury areas <sup>3</sup>	15	15
Confinement cells <sup>3</sup>	30	30
Judge's chambers	50	20
Libraries		
Stacks	50	20
Card file and cataloguing	30	30
Reading	30	30
Healthcare exam and treatment rooms <sup>3</sup>	50	50
Fire station engine rooms	30	20
Auditoriums	15	15
Warehouses	30	15

<sup>1</sup> These standards are based on lighting power densities specified in the ASHRAE/IESNA 90.1-2004 standard and are consistent with USGBC LEED requirements. Values are expressed in footcandles (fc).

<sup>2</sup> Limit task lighting levels to activity zones only. Provide general illumination levels elsewhere.

<sup>3</sup> Provide occupancy sensors to turn lights off when the space is not occupied.