

101. GENERAL DESIGN CONSIDERATIONS

- A. Ensure that adequately-sized Mechanical Rooms, Janitor's Closets, Electrical and Telephone Rooms, Data Rooms, and Storage Rooms are provided in sufficient quantity and at appropriate locations. All special purpose rooms shall be sized to allow for increased equipment space requirements in the future. In new facilities, mechanical rooms shall be sized to provide room to store attic stock required by the contract. In new facilities, each building shall have a Custodial Storage Room, in addition to Janitors Closets, large enough to store bulk supplies and to provide space to accommodate Custodial lockers and furnishings for breaks (in the absence of available common facilities). Access to Mechanical/Electrical Rooms and Custodial/Janitorial Rooms must be independent of each other.
- B. Provide exterior access with double doors for Mechanical and Electrical Rooms.
- C. At entrances, provide vestibules with "walk-off" mats, recessed type where possible.
- D. Study anticipated trash flow patterns to disposal areas to ensure best placement of trash and recycling rooms and/or dumpsters. Include recycling centers. Consider aesthetics of the location of disposal areas, and provide enclosures/screening where appropriate. Do not compromise access to Fire Department connections.
- E. Provide loading docks in locations that do not detract from the building's appearance, yet where they will be readily accessible. Provide screening where appropriate.
- F. Provide waste containers at appropriate locations on site.
- G. Provide an adequate number of outside GFCI receptacles and hose bibbs, carefully located and freeze-protected, for proper watering and future maintenance of all grass and landscaped areas. Consider irrigation systems for planting beds at main entrances to buildings.
- H. Consider attached outdoor storage for grounds maintenance equipment in building design. Consider impacts of acoustics, ventilation and proximity to fresh air intakes when siting the outdoor storage.
- I. Ensure adequate access to each roof level. Roof access shall be easily accessible and safe. Provide roof ladders or platforms with steps to cross from one roof level to the next. Access to roof shall be via stair tower to the roof. Avoid roof hatches if at all possible.
- J. Ensure strict compliance with ADA, Local, and State Buildings Codes.
 - 1. Design professionals shall hire an independent Accessibility Consultant to review all construction documents. Accessibility Consultant reviews shall be conducted for compliance with both the ADA and the applicable edition of the IBC family of building codes as currently enforced by the Pa. Dept. of L&I. In cases of conflicts between the ADA and the IBC codes, the most stringent requirement or guideline of the two shall be incorporated into the design. Variance requests must be submitted to the assigned KU Project Manager and approved by the KU University Architect prior to submittal to L&I for consideration.

2. If current accessible routes will be impacted by a construction project, design professionals shall include design documentation for the construction of ADA compliant temporary accessible routes around construction sites to permanent or temporary ADA compliant entrances to occupied public buildings. Design professionals shall design temporary ADA compliant directional signage to facilitate use of temporary accessible routes. Design professionals shall include the demolition and removal of temporary accessible route features, including signage, when the permanent accessible routes become available to the public. Execution of the work, including signage, is to be performed by the contractor. Temporary accessible routes are to be in place prior to the closing of or demolition of the permanent features and should be noted as such in the design/construction documents.
- K. Coordinate finish packages with Facilities and Users. Review state requirements regarding proprietary vs. non-proprietary specifications.
- L. Sustainable Design: Kutztown University is concerned about the impact our development and physical growth has on the natural environment and we want to minimize that overall impact. We are also concerned about providing optimized healthy interiors for our faculty, staff, and students. Finally, we want to make sure that the buildings are energy efficient and that they produce cost savings over their life cycles. In order to help us meet these generic goals, designers for the University must have at least one LEED certified designer on the project team. This certified LEED designer will lead the rest of the design team in addressing critical issues of high performance building principles as follows:
- New build vs. adaptive reuse
 - Site selection, planning and design
 - Energy and water efficiency
 - Indoor environmental quality
 - Efficient and environmentally friendly materials
 - Recycling during and after construction
 - Building commissioning

The design team will be required to submit a LEED certification checklist at each official submission stage of the design effort, whether or not the University has instructed the team to achieve an official LEED standard. In order to help designers consider various ways to achieve sustainable designs, the Commonwealth of Pennsylvania has developed the “Guidelines for Creating High-Performance Green Buildings”. This document should be referred to by the design team and can be found at the web site:

<http://www.gggc.state.pa.us/gggc/cwp/view.asp?a=3&q=151854>

Unless directed otherwise, the University expects design professionals to design to meet performance levels of LEED Silver.

- M. Projects that are totally separated from the student population preventing contact between construction personnel and students do not require contract personnel to obtain criminal history/Act 34 checks. Where there will be a co-mingling of students and construction personnel, all construction personnel must obtain such background checks prior to working on site.

N. Toilet Rooms

Design professionals shall include the following items related to toilet rooms in all design and construction documents: floor plans, enlarged floor plans @ ¼" = 1'-0" minimum, elevations of all walls @ ¼" = 1'-0" minimum. Plans and elevations must show all accessories and be fully dimensioned to document full compliance with the most stringent of ADA and building code accessibility requirements. Accessory placement shall be integrally planned and not added as an afterthought.

Toilet room accessories shall include but not be limited to: See Division 10 for further information.

- Mirrors over lavatories
- One full length mirror
- Feminine hygiene dispensers in Women's Rooms
- Feminine disposal units in all Women's Rooms stalls (KU supplied; contractor installed)
- Soap dispensers (KU supplied; contractor installed)
- Paper towel dispensers (KU supplied; contractor installed)
- Toilet paper dispensers (KU supplied; contractor installed)
- Baby changing station in Men's and Women's Rooms accessed by the public
- Freestanding waste receptacles (must be shown in plan on the enlarged drawings in full compliance with accessibility requirements)

Accessible toilet compartments shall include but not be limited to:

- Grab bars
- Coat hooks on side panel or panel next to door (not on door)
- Pulls on both faces of door