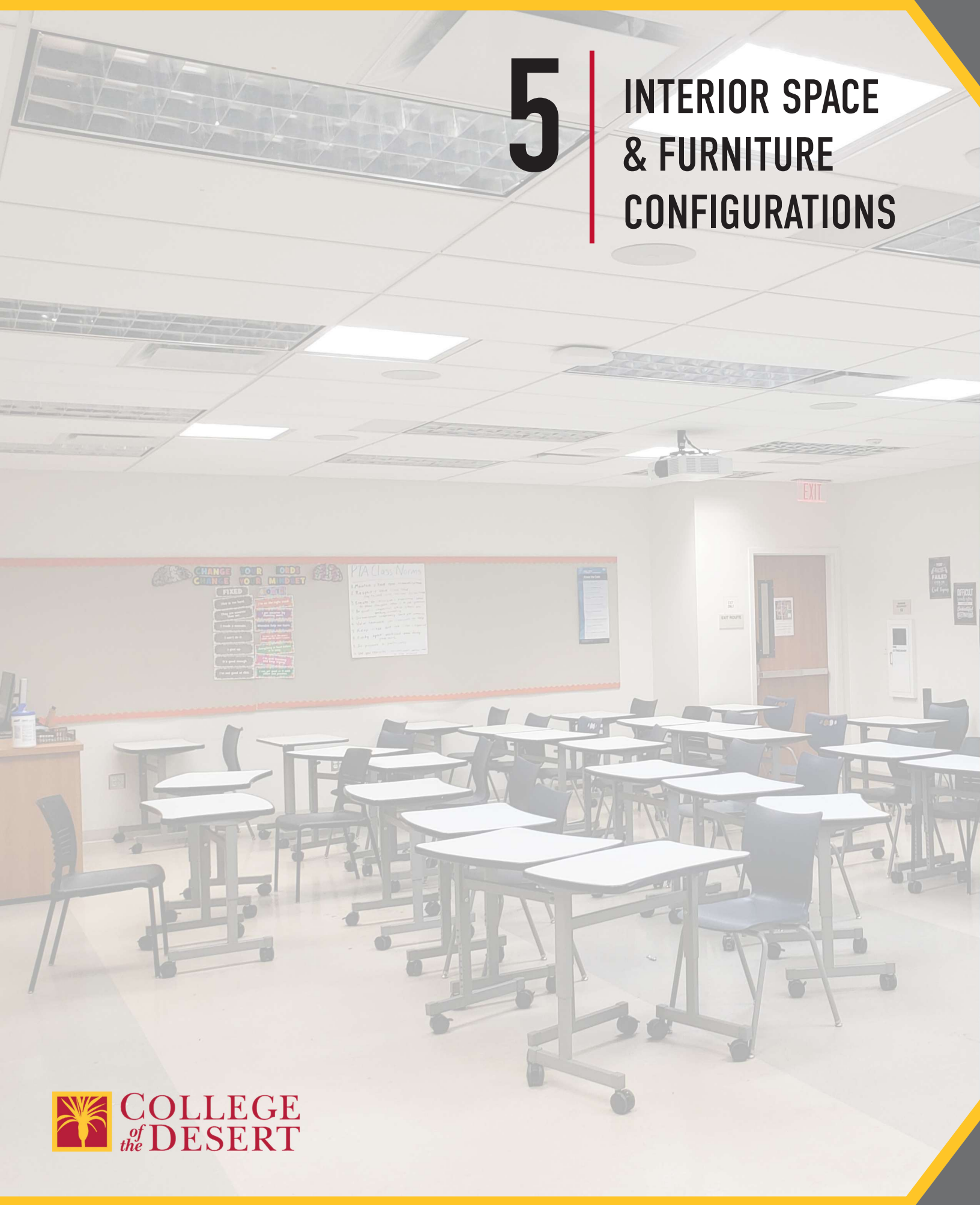


5

INTERIOR SPACE & FURNITURE CONFIGURATIONS



COLLEGE
of the
DESERT

INTRODUCTION

Space and Furniture Requirements are established as standards based upon College Staff Member's position, programmatic space requirements, and desired function for each space. (See following pages).

The District has pre-negotiated contracts with the California Community College Foundations "College Buys" program, but is open to other reputable suppliers. Furniture Standards are being established by the District in parallel to the District Standards document, and will be provided to designers for further guidance on requirements and recommended provisions of furniture and space design.

Design professionals shall ensure that space sizes, architectural layouts/design, and interior space layouts/design are fully coordinated with furniture, fixtures and equipment (FF&E) design.

Please see the last page of this chapter for more requirements by the Design professional regarding providing space inventory information to the District.

5 | EXISTING FURNITURE TYPES - LEARNING SPACES



IMAGE 5.1 | (E) MULTIPURPOSE CLASSROOM/EVENT SPACE



IMAGE 5.2 | (E) STANDARD LECTURE CLASSROOM



IMAGE 5.3 | (E) STANDARD LECTURE CLASSROOM



IMAGE 5.4 | (E) FLEXIBLE CLASSROOM

5a | ACADEMIC UNITS - OFFICES SPACES

The floor plan diagrams represent recommended furniture configurations for single and multiple occupancy office spaces for renovation and new construction projects at all District facilities. Offices shall have power and data locations to accommodate a minimum of two furniture configurations per office.

Typical office / open office finishes and requirements:

Floor: Carpet tile

Wall: Painted gypsum board; Minimum 45 STC between offices/adjacent spaces (Use 50 STC as budget allows)

Ceiling Type: Acoustical ceiling panel/grid system (Minimum .80 NRC)

Ceiling Height: 9'-0" minimum for renovations (10'-0" to 11'-0" preferred), 10'-0" to 11'-0" for new construction

Doors: Provide 6" wide clear tempered glass lite w/ mini blinds

Note: Provide power infrastructure to power a stand-up / sit down desk at each workstation position

◀ = Power & Data location

◀ = Power location

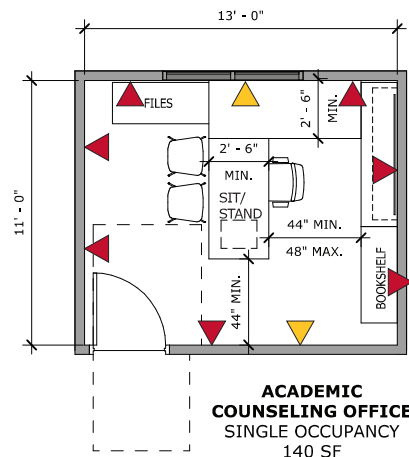
1. Academic Counseling Office

Type: Single Occupancy Office (Medium)

Size: 140 SF

Furniture Components Required: Task chair, workstation with lockable lower/upper storage, mobile lockable pedestal file with seat cushion, tall bookshelf, file cabinet, 2 guest chairs

Power/Data requirements: Wall-recessed power/data/telephone at primary workstation + 1 additional location in room, minimum (2) duplex power outlet per wall, wi-fi



2. Faculty Office - (3) Layout Options

The following are requirements for all faculty offices:

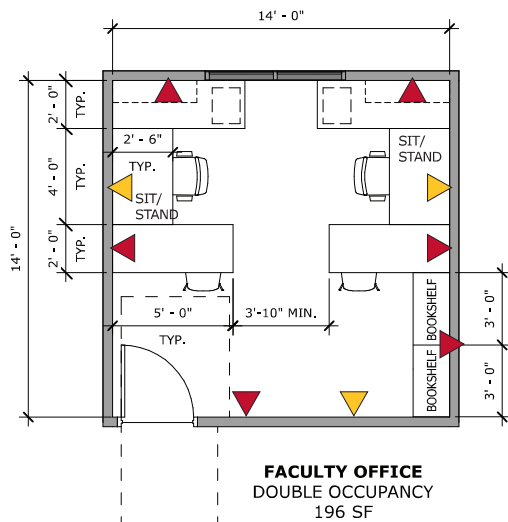
Type: Double Occupancy Office (2 persons)

Size: 160 SF

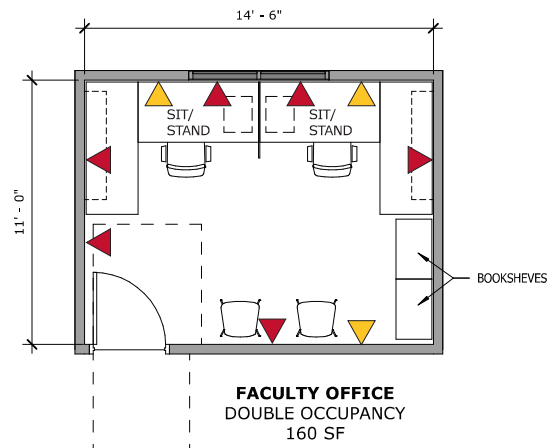
Furniture Components Required: 2 workstations with lower/upper storage, mobile lockable pedestal file with seat cushion, 2 guest chairs, privacy screen between workstations, 2 tall file/bookshelf combination units

Power/Data requirements: Wall-recessed power/data/telephone at each primary workstation + 1 additional location in room, minimum (2) duplex power outlet per wall, wi-fi

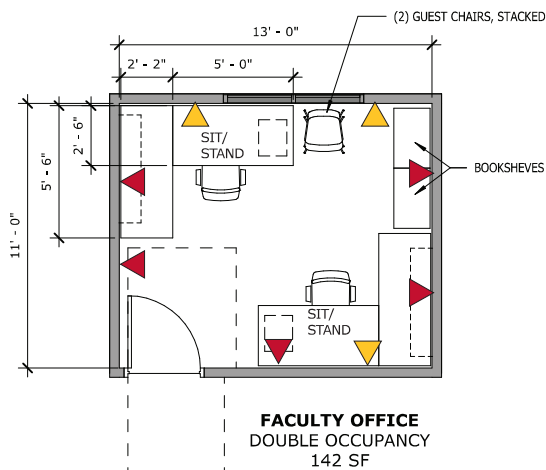
Option 1:



Option 2:



Option 3:



5b | ADMINISTRATIVE UNITS - OFFICES SPACES

The floor plan diagrams represent recommended furniture configurations for single and multiple occupancy office spaces for renovation and new construction projects at all District facilities. Stationary workstations (rather than motorized/sit-stand desks) shall be standard, unless otherwise directed by the District. Offices shall have power and data locations to accommodate a minimum of two furniture configurations per office.

Typical office / open office finishes and requirements:

Floor: Carpet Tile

Wall: Painted gypsum board; Minimum 45 STC between offices/adjacent spaces (Use 50 STC as budget allows)

Ceiling Type: Acoustical ceiling panel/grid system (Minimum .80 NRC)

Ceiling Height: 9'-0" minimum for renovations (10'-0" to 11'-0" preferred), 10'-0" to 11'-0" for new construction

Doors: Provide 6" wide clear tempered glass lite w/ mini blinds

Note: Provide power infrastructure to power a stand-up / sit down desk at each workstation position

◀ = Power & Data location

▶ = Power location

1. President Office

Type: Single Occupancy Office (Extra Large-Suite)

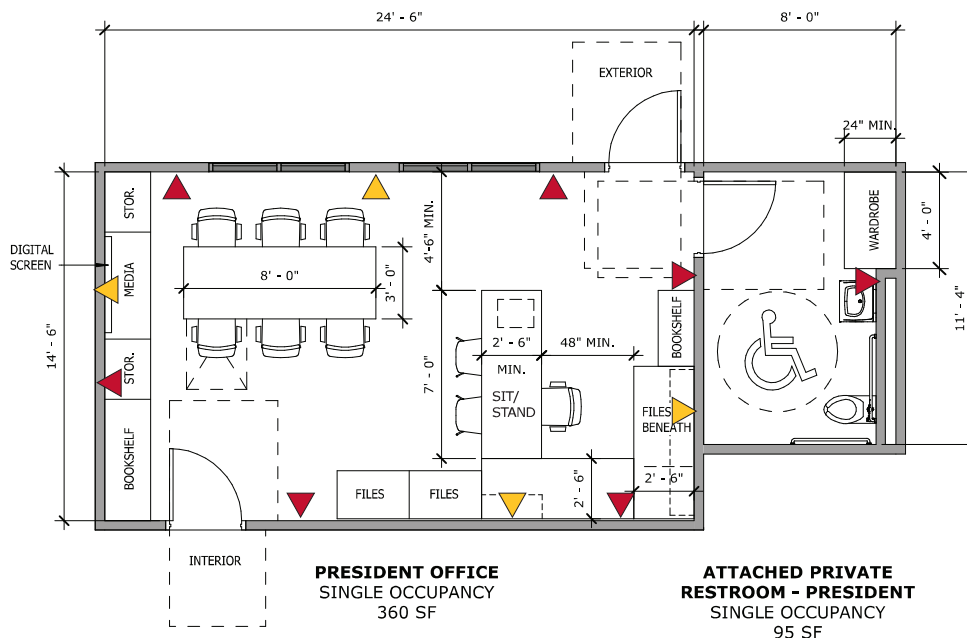
Size: 360 SF + 75 SF Restroom

Note: Adjacent private accessible restroom (all gender) required, with door between office and restroom. Includes small wardrobe/closet, lavatory and toilet

Furniture Components Required: Executive task chair, workstation with lockable lower/upper storage, mobile lockable pedestal file with seat cushion, 2 guest chairs, 1 tall bookshelf, 3 file cabinets, conference table with 6-8 office chairs, mobile whiteboard easel, storage with countertop above along the presentation wall

Power/Data requirements: Wall-recessed power/data/telephone at primary workstation + 2 additional locations, minimum (2) duplex power outlet per wall, wi-fi

Note: Showers are not to be provided for any district/college office or position.



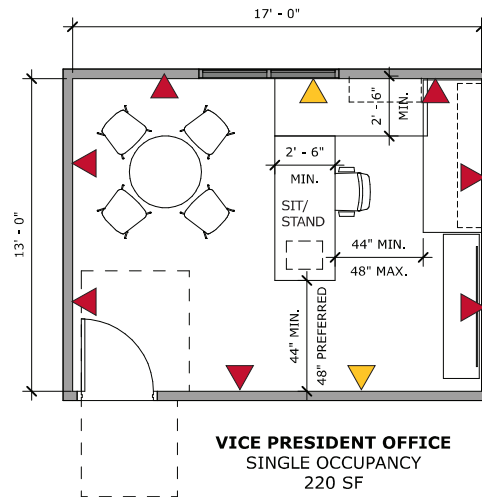
2. Vice President Office

Type: Single Occupancy Office (Extra-Large)

Size: 220 SF

Furniture Components Required: Executive task chair, workstation with lockable lower/upper storage, mobile lockable pedestal file with seat cushion, tall bookshelf, 1 file cabinet, meeting table with 4 office chairs

Power/Data requirements: Wall-recessed power/data/telephone at primary workstation + 1 additional location in room, minimum (2) duplex power outlet per wall, wi-fi,



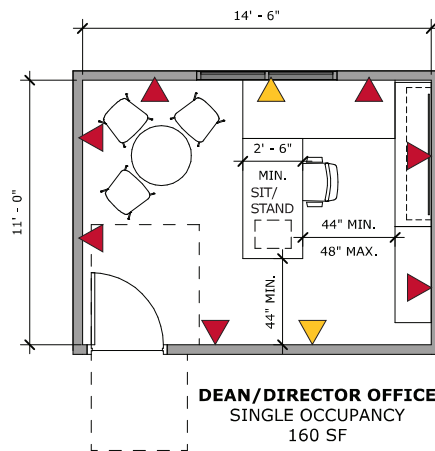
3. Dean / Director Office

Type: Single Occupancy Office (Large)

Size: 160 SF

Furniture Components Required: Executive task chair, workstation with lockable lower/upper storage, mobile lockable pedestal file with seat cushion, tall bookshelf, file cabinet, meeting table with 3 chairs

Power/Data requirements: Wall-recessed power/data/telephone at primary workstation + 1 additional location in room, minimum (2) duplex power outlet per wall, wi-fi



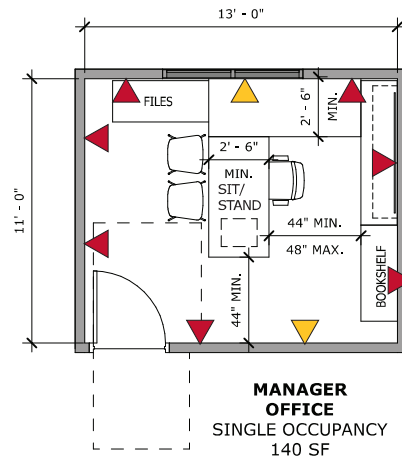
4. Manager Office

Type: Single Occupancy Office (Medium)

Size: 140 SF

Furniture Components Required: Executive task chair, workstation with lockable lower/upper storage, mobile lockable pedestal file with seat cushion, tall bookshelf, file cabinet, 2 guest chairs

Power/Data requirements: Wall-recessed power/data/telephone at primary workstation + 1 additional location, minimum (2) duplex power outlet per wall, wi-fi



5. Administrative Office Staff

Type: Single Occupancy Cubicle (within Open Office)

Size: 60-80 SF

Furniture Components Required: Task chair, workstation with lockable lower/upper storage, mobile lockable pedestal file with seat cushion, privacy panels (tackable surface), collaboration table between adjoining stations (where space/budget allow)

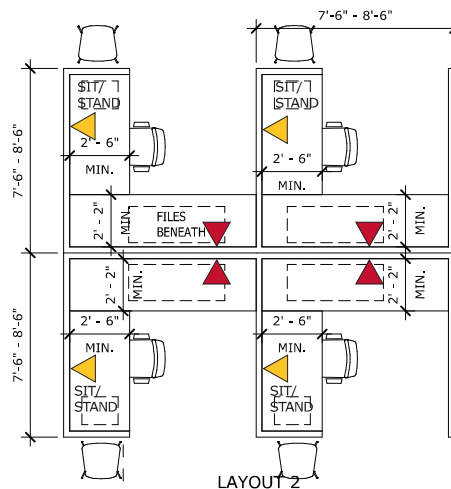
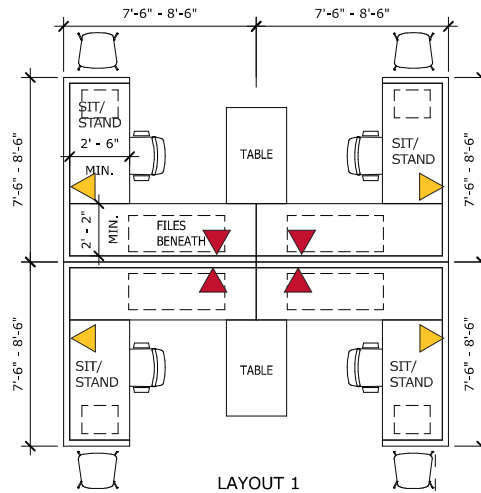
Power/Data requirements: Wall-recessed or flush floor mounted power/data/telephone at primary workstation, minimum (2) duplex power outlets per workstation, wi-fi

◀ = Power & Data location

▶ = Power location

Notes:

- 1) Provide a small breakout space for 4 people for every 6-10 people. The design team should discuss programmatic requirements for this space with the District during early design.
- 2) Ensure all walking spaces between cubicles are 3'-8" minimum (4'-0" or greater is preferred).
- 3) For administrative support staff, workspace shall be provided adjacent to the staff member's supervisor
- 4) Provide a student chair at workstations serving student services and financial aid staff



ADMINISTRATIVE OFFICE STAFF
SINGLE OCCUPANCY CUBICLES IN OPEN OFFICE
60-80 SF

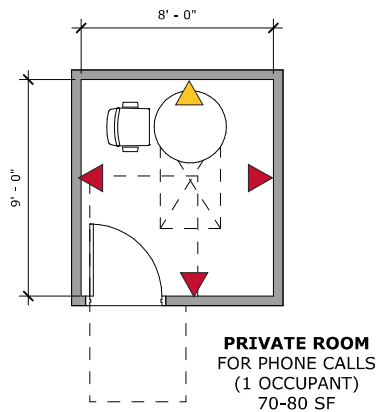
6. Private Room

Type: Single Occupancy Privacy Room - For Phone Calls (Medium), provide minimum one per open office/ cubicle area, or as otherwise directed by the District

Size: 70-80 SF

Furniture Components Required: Task chair, table.

Power/Data requirements: Wall-recessed power/data/telephone at table, minimum (1) duplex power outlet per wall, wi-fi



5c | MEETING & CONFERENCE ROOMS

Typical meeting / conference room finishes and requirements:

Floor: Carpet tile

Wall: Painted gypsum board

Ceiling Type: Acoustical ceiling panel/grid system (Minimum .80 NRC)

Ceiling Height: 9'-0" minimum for renovations (10'-0" to 11'-0" preferred), 10'-0" to 11'-0" for new construction

1. Small Meeting Room

Type: Staff or Academic use, 4 Persons

Size: 130 SF

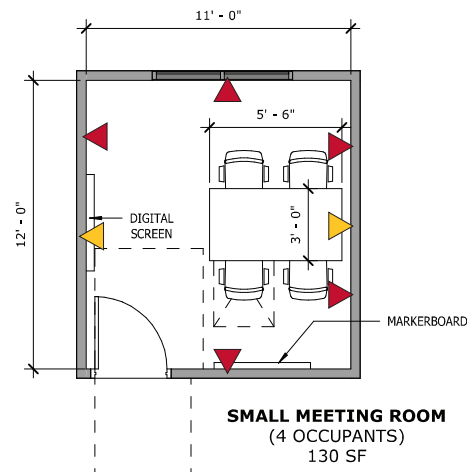
Furniture Components Required: Table, 4 task chairs

Provide digital screen at front of room. Provide markerboard on one wall.

Power/Data requirements: Flush floor box power/data and wall-recessed power for occupant use, dedicated power/data for Digital screen(s), wall-mounted power/data for telephone, minimum (1) duplex power outlet per wall, wi-fi

◀ = Power & Data location

◀ = Power location



2. Small Conference Room

Type: Staff or Academic use, 7-8 Persons

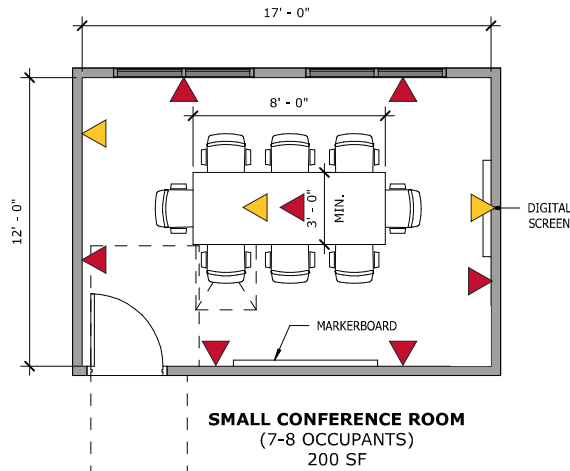
Size: 200 SF

Furniture Components Required: 8 task chairs, conference table, media console.

Provide digital screen at front of room. Provide markerboard on one wall.

Power/Data requirements: Flush floor box power/data and wall-recessed power for occupant use, dedicated power/data for Digital screen with sharelink capability, wall-mounted power/data for telephone, minimum (2) duplex power outlet per wall, flush floor box under conference table w/ data and minimum 4 outlets where feasible, wi-fi, camera above digital screen location

Note: All conference rooms shall be virtual platform-ready and provide technology components that support live remote participation, including microphones and cameras.



3. Medium Conference Room

Type: Staff or Academic use, 8-10 Persons

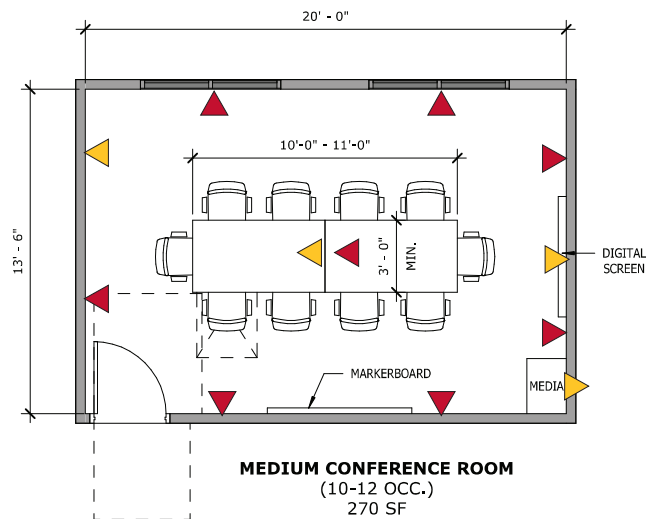
Size: 270 SF

Furniture Components Required: 12 task chairs, conference table (may be multiple tables adjoined), lower casework with countertop and upper storage, freestanding storage along 1 wall.

Provide digital screen at front of room. Provide markerboard on one wall.

Power/Data requirements: Flush floor box power/data and wall-recessed power for occupant use, dedicated power/data for Digital screen(s), wall-mounted power/data for telephone, minimum (2) duplex power outlet per wall, flush floor box under conference table w/ data and minimum 4 outlets where feasible, wi-fi, camera above digital screen location,

Note: All conference rooms shall be virtual platform-ready and provide technology components that support live remote participation, including microphones and cameras.



4. Large Conference Room

Type: Staff or Academic use, 10-12 Persons

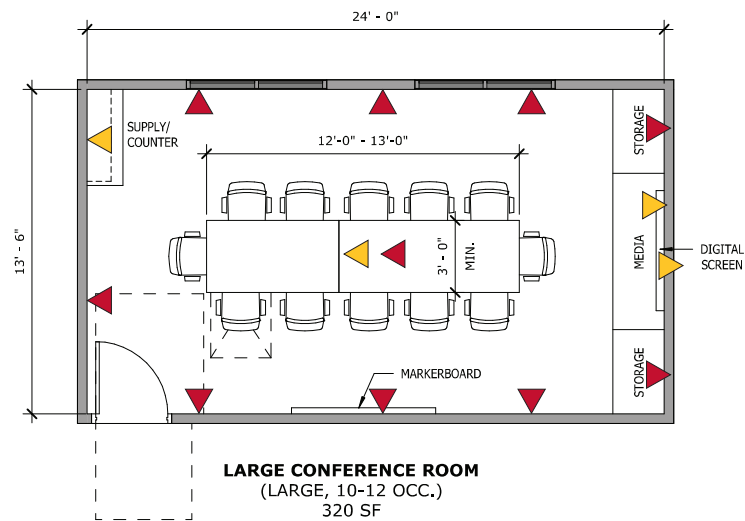
Size: 320 SF

Furniture Components Required: 16 task chairs, conference table (may be multiple tables adjoined), lower casework with countertop and upper storage, freestanding storage along 2 walls.

Provide digital screen at front of room. Provide markerboard on one wall.

Power/Data requirements: Flush floor box power/data and wall-mounted power for occupant use, dedicated power/data for Digital screen(s), wall-mounted power/data for telephone, minimum (2) duplex power outlet per wall, flush floor box under conference table w/ data and minimum 4 outlets where feasible, wi-fi, camera above digital screen location

Note: All conference rooms shall be virtual platform-ready and provide technology components that support live remote participation, including microphones and cameras.



5. Extra Large Conference Room

Type: Staff or Academic use, 16-18 Persons

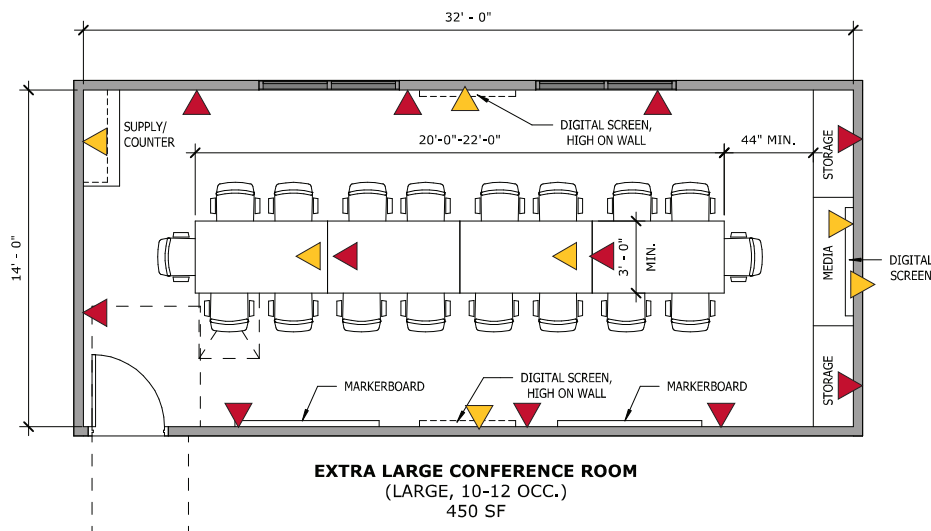
Size: 450 SF

Furniture Components Required: 18 task chairs, supply cabinet with counter, conference table (may be multiple tables adjoined), freestanding storage along 2 walls.

Provide digital screens on three walls (front of room and two side walls). Provide markerboards on one wall.

Power/Data requirements: Flush floor box power/data and wall-mounted power for occupant use, dedicated power/data for Digital screen(s), wall-mounted power/data for telephone, minimum (2) duplex power outlet per wall, (2) flush floor box under conference table w/ data and minimum 4 outlets each where feasible, wi-fi, cameras above digital screen locations

Note: All conference rooms shall be virtual platform-ready and provide technology components that support live remote participation, including microphones and cameras.



5d | ADMINISTRATIVE/STAFF SUPPORT SPACES

Typical administrative/staff support space finishes and requirements:

Floor: Resilient Flooring (LVT or other designer recommended product approved by District)

Wall: Painted gypsum board

Ceiling Type: Acoustical ceiling panel/grid system (Minimum .80 NRC)

Ceiling Height: 9'-0" minimum for renovations (10'-0" to 11'-0" preferred), 10'-0" to 11'-0" for new construction

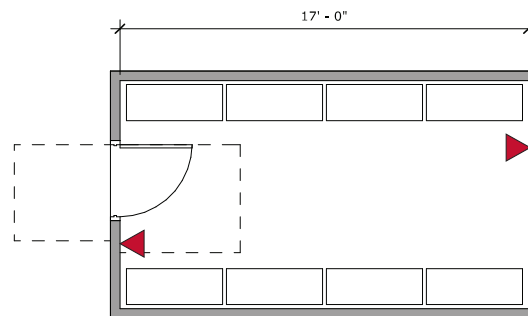
1. Supply Room

Type: Faculty / Staff use

Size: 150-170 SF

Furniture Components Required: Adjustable heavy-duty shelving or cabinetry - Over 60" H requires anchorage to wall.

Power/Data Requirements: Wall power, wi-fi



SUPPLY ROOM
SHARED SPACE
150-170 SF

2. Work Room

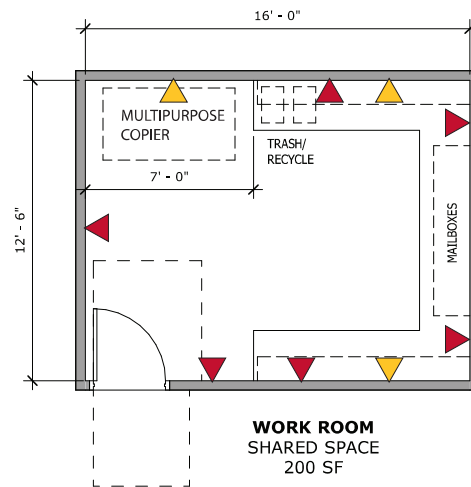
Type: Faculty / Staff use, 2-3 Persons

Size: 200 SF

Components Required: Lockable casework (Countertop, Lower and upper cabinets with adjustable shelving), printer/scanner, mail bin, mailboxes, power/data for telephone

Power/Data Requirements: Wall power, above-counter power/data, dedicated power circuit and data for printer/scanner, wi-fi

Notes: Generally provide one work room per floor unless otherwise directed by the District.



3. Break Room

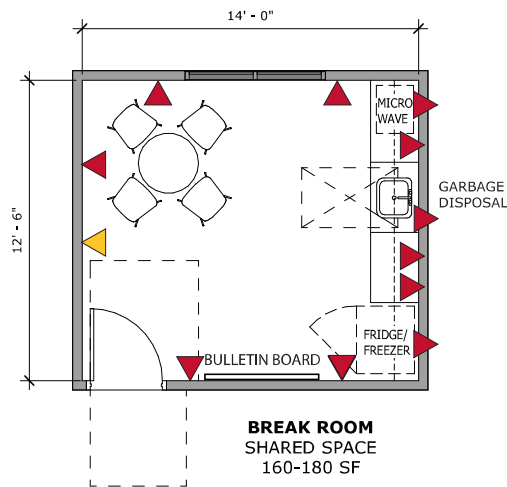
Type: Faculty / Staff use, 4-6 Persons

Size: 160-180 SF

Components Required: Lockable casework (Countertop, Lower and upper cabinets with adjustable shelving), space for refrigerator (District-provided), Sink with garbage disposal, table and chair seating for 4-6 persons, microwave (countertop location, District-provided)

Power/Data Requirements: Wall-mounted power/data for telephone, dedicated circuits for kitchen appliances/garbage disposal, power above counter (minimum 4 power outlets to each side of sink), min. (2) duplex power outlets on each wall, wi-fi

Note: Generally, one break room shall be provided per building unless otherwise requested by the District.



5e | PUBLIC SPACES

Typical public space finishes:

Floor: Use Carpet Tile in seating/lounge areas; Use Resilient Flooring (LVT or other designer recommended product approved by District) in high traffic and circulation areas

Wall: Painted gypsum board; Use wall-mounted acoustic panels as design requires/budget allows

Ceiling Type: Acoustical ceiling panel/grid system (Minimum .80 NRC)

Ceiling Height: 9'-0" minimum for renovations (11'-0" to 12'-0" preferred), 11'-0" to 12'-0" for new construction.

Double height 'feature' spaces may be appropriate per design intent as budget allows, pending prior District approval.

1. Reception Area

Type: Public Room with Single Occupant Reception Desk and Seating for 6-10 Persons

Size: 200-250 SF (Can be 80-100 SF larger if double-occupancy reception desk is required)

Furniture Components Required: Task Chair, reception desk with storage, individual chairs and/or compact lounge chairs and tables

Power/Data Requirements: Wall-recessed power/data for reception desk, telephone, and digital screen; wi-fi. Provide flush floor box if reception desk is not adjacent to a wall.

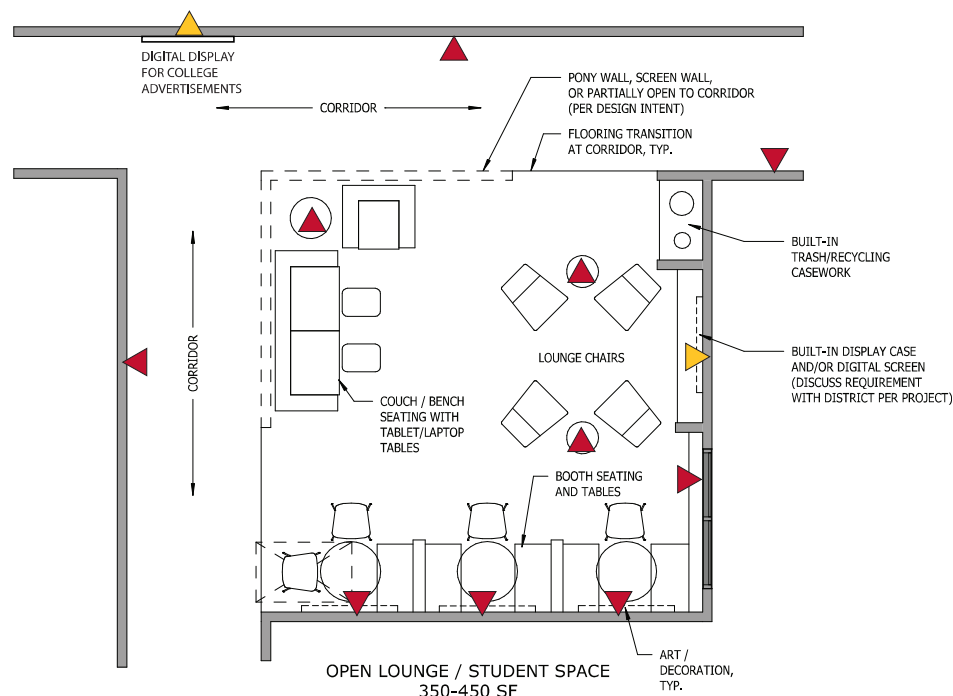
2. Open Lounge / Student Space / "Sticky" Space

Type: Open Space (adjacent to corridor or main path of travel) with Lounge Furniture for Student Use

Size: 350-450 SF

Furniture Components Required: Combination of lounge chairs and coffee/side tables, tables with chairs, chairs with tablet arms, booth seating and tables. Design will vary per District's program requirements.

Power/Data Requirements: Flush floor box power/data and wall-recessed power for student use, dedicated power/data for Digital screen(s), wi-fi



5f | CLASSROOMS / LEARNING SPACES

The following requirements and floor plan diagrams represent recommended furniture configurations and space standards for classrooms and learning spaces for renovation and new construction projects at all District facilities.

Note: Generally, digital screens are preferred in lieu of projectors for classroom and lab applications. Where projectors are used for larger classrooms or per District's request, ensure ample markerboard space is provided when markerboards are used as projection surfaces. Do not specify chalk boards unless specifically required by District's program.

Typical classroom finishes:

Floor: Carpet tile

Wall: Painted gypsum board; Use wall-mounted acoustic panels as design requires/budget allows; Provide minimum 50 STC between classrooms and adjacent spaces.

Ceiling Type: Acoustical ceiling panel/grid system (Minimum .80 NRC). In specialty labs, alternative ceilings may be utilized with prior District approval (integrate acoustics into room design when acoustical ceiling grids are not utilized).

◀ = Power & Data location

◀ = Power location

1. Seminar Room – Flexible Furniture

Type: Staff or Academic use, 20 Persons

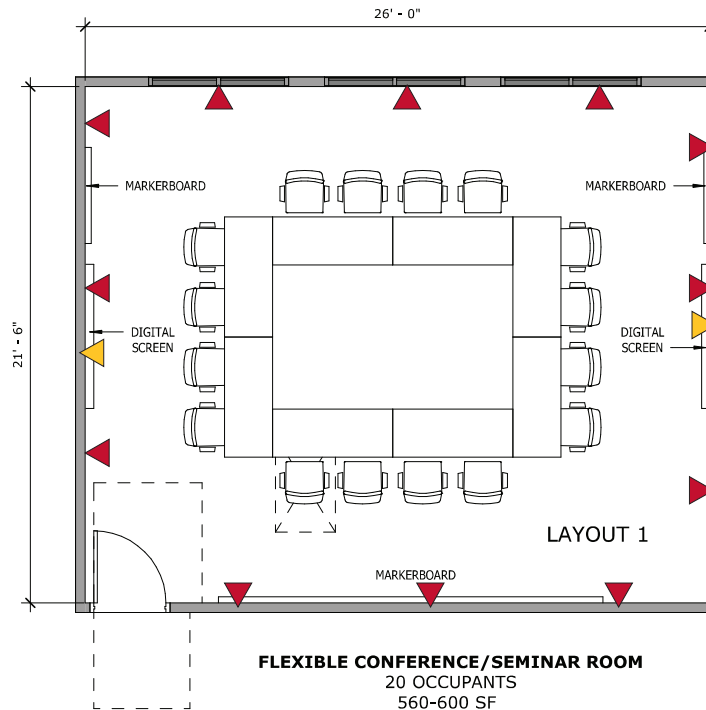
Size: 560-600 SF

Furniture Components Required: Task chairs and rectangular tables (all with wheels), counts per space diagrams. Provide 2 digital screens on opposite walls. Provide markerboards on three walls.

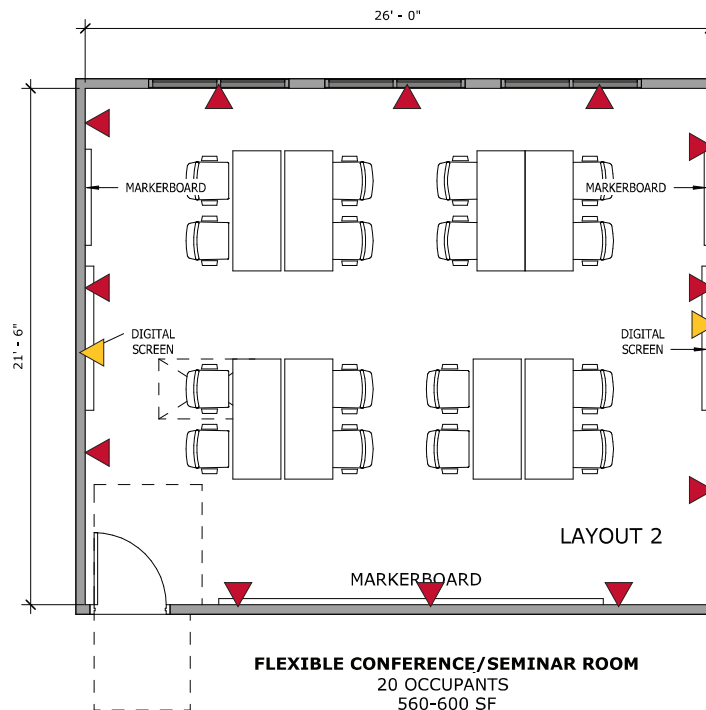
Power/Data requirements: Provide min. (3) duplex power outlets per wall, dedicated power/data for Digital screen(s), wall-mounted power/data for telephone, wi-fi only for laptops (no power/data running through tables is required as the furniture is flexible). A portable power bank may be required - confirm with District during design.

Note: Seminar rooms shall be virtual platform-ready and provide technology components that support live remote participation.

See diagrams on following page:



CONFERENCE/SEMINAR
TABLE LAYOUT



GROUP LEARNING
TABLE LAYOUT

2. General Education Classroom – Flexible Furniture

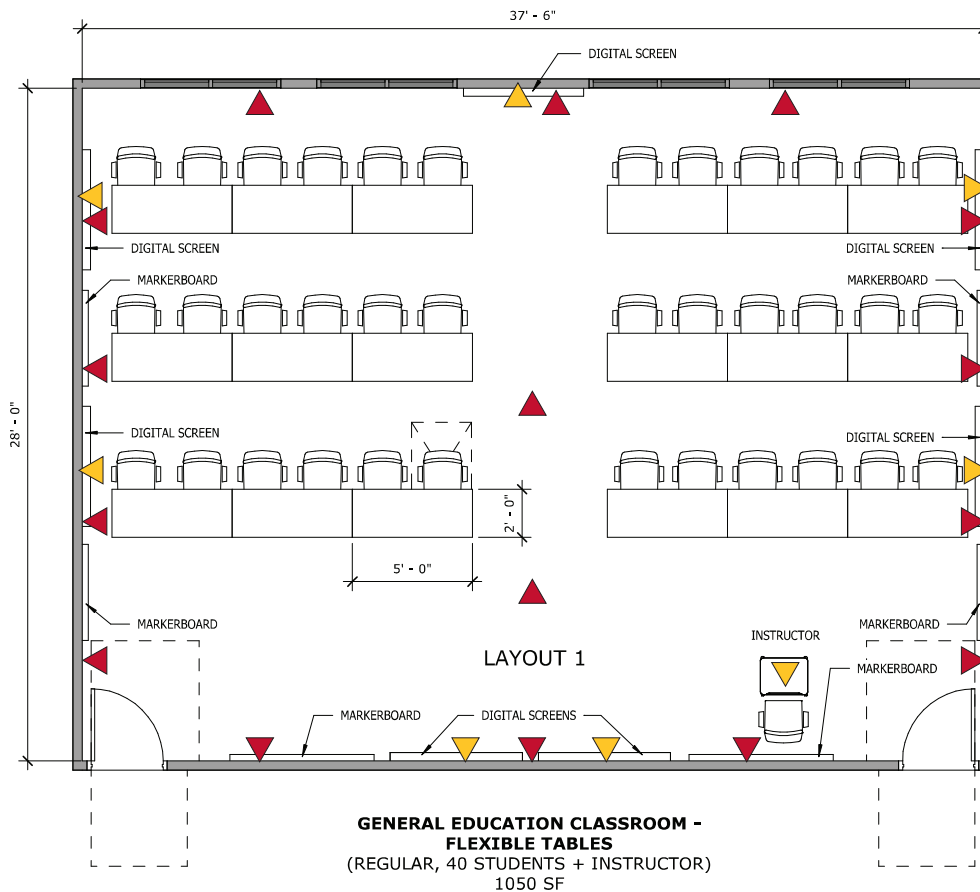
Type: Classroom with tables and chairs (all with wheels). One instructor station with high chair. All furniture to include casters for flexibility.

Size: 1,050 SF (Minimum 26 SF/Seat), Up to 36 Students and 1 Instructor, 2 Exits required

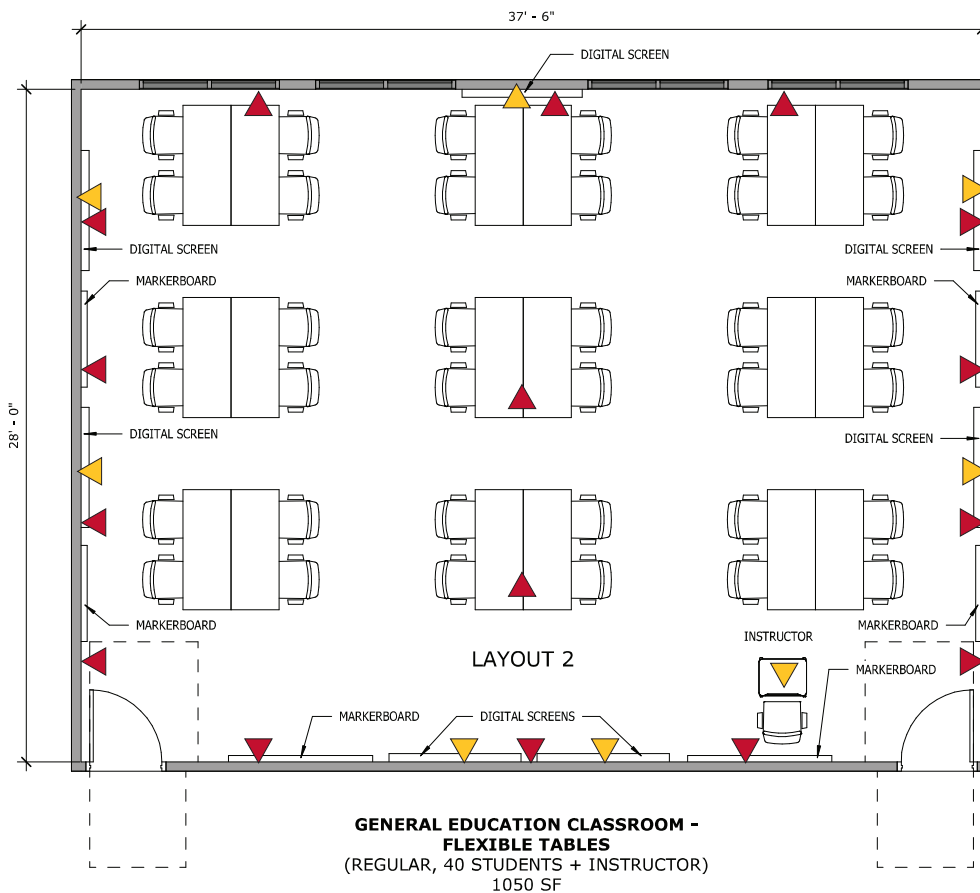
Size: 1,350 SF Minimum (Min 26 SF/Seat), Up to 50 Students and 1 Instructor, 2 Exits required

Furniture Components Required: Furniture Components Required: Task chairs and rectangular tables, counts per space diagrams

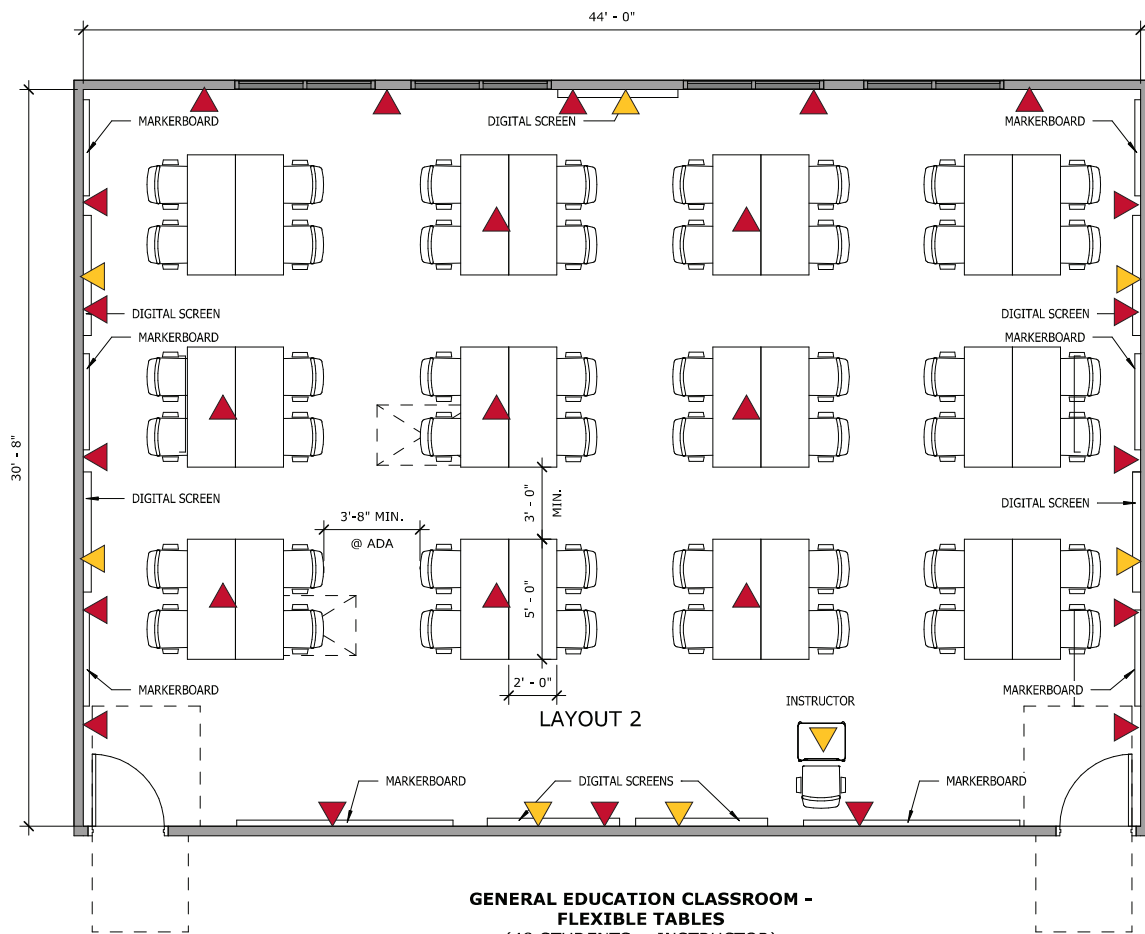
Provide six digital screens on three walls (2 per wall), provide dedicated power and data for all locations. Provide minimum of (3) duplex power outlets per wall. Provide flush floor boxes with power in center of room at approximate locations indicated (confirm with District per program intent). Provide makerboards on three walls.



TRADITIONAL LECTURE
TABLE LAYOUT



GROUP LEARNING/
PROJECT-BASED LEARNING
TABLE LAYOUT



**GENERAL EDUCATION CLASSROOM -
FLEXIBLE TABLES**
(48 STUDENTS + INSTRUCTOR)
1350 SF

GROUP LEARNING/
PROJECT-BASED LEARNING
TABLE LAYOUT

3. General Education Classroom – Individual Desks

Type: Public Room with Reception Desk and Seating for 6-10 Persons

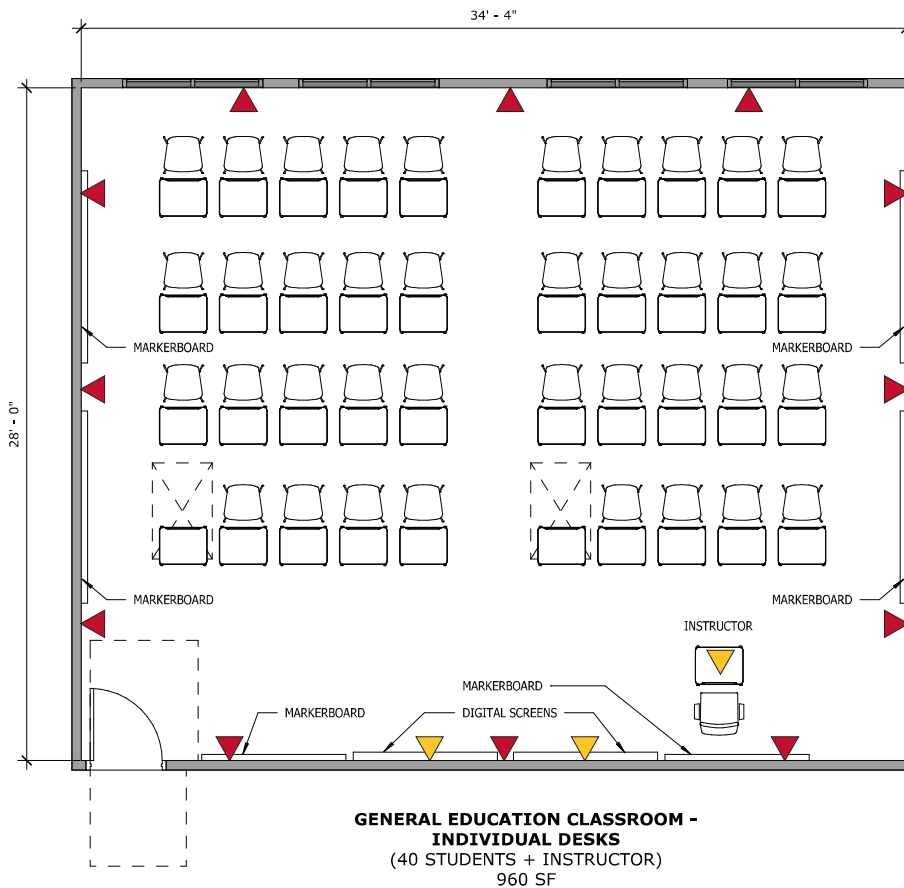
Size:

a. 960 SF (Minimum 22 SF/Seat), Up to 40 Students and 1 Instructor, 1 Exit required

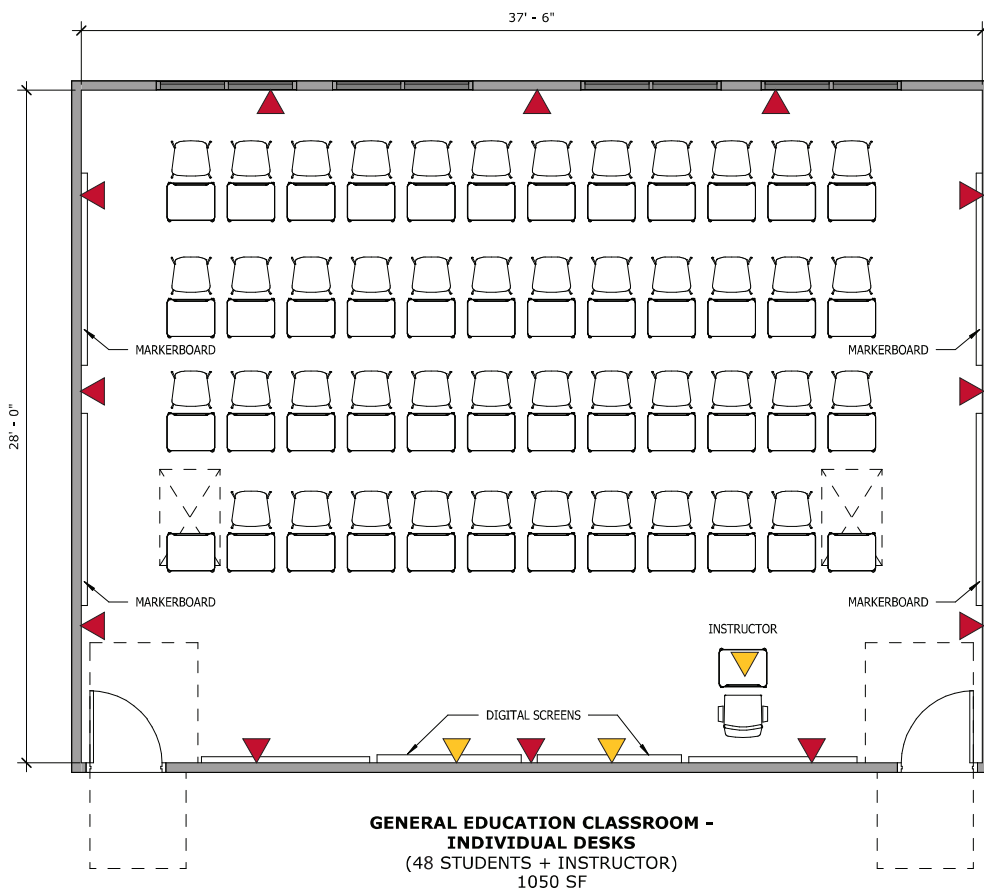
b. 1,050 SF (Minimum 22 SF/Seat), Up to 48 Students and 1 Instructor, 2 Exits required

Furniture Components Required: Task chairs and rectangular tables (all with wheels), counts per space diagrams
Provide two digital screens at front of classroom wall. Provide minimum of (3) duplex power outlets per wall.
Provide makerboards on three walls.

Note: Designer shall consider different student body sizes if individual desks will be used in classrooms (i.e. width and height proportions of the student body)



TRADITIONAL LECTURE
TABLE LAYOUT



TRADITIONAL LECTURE
TABLE LAYOUT

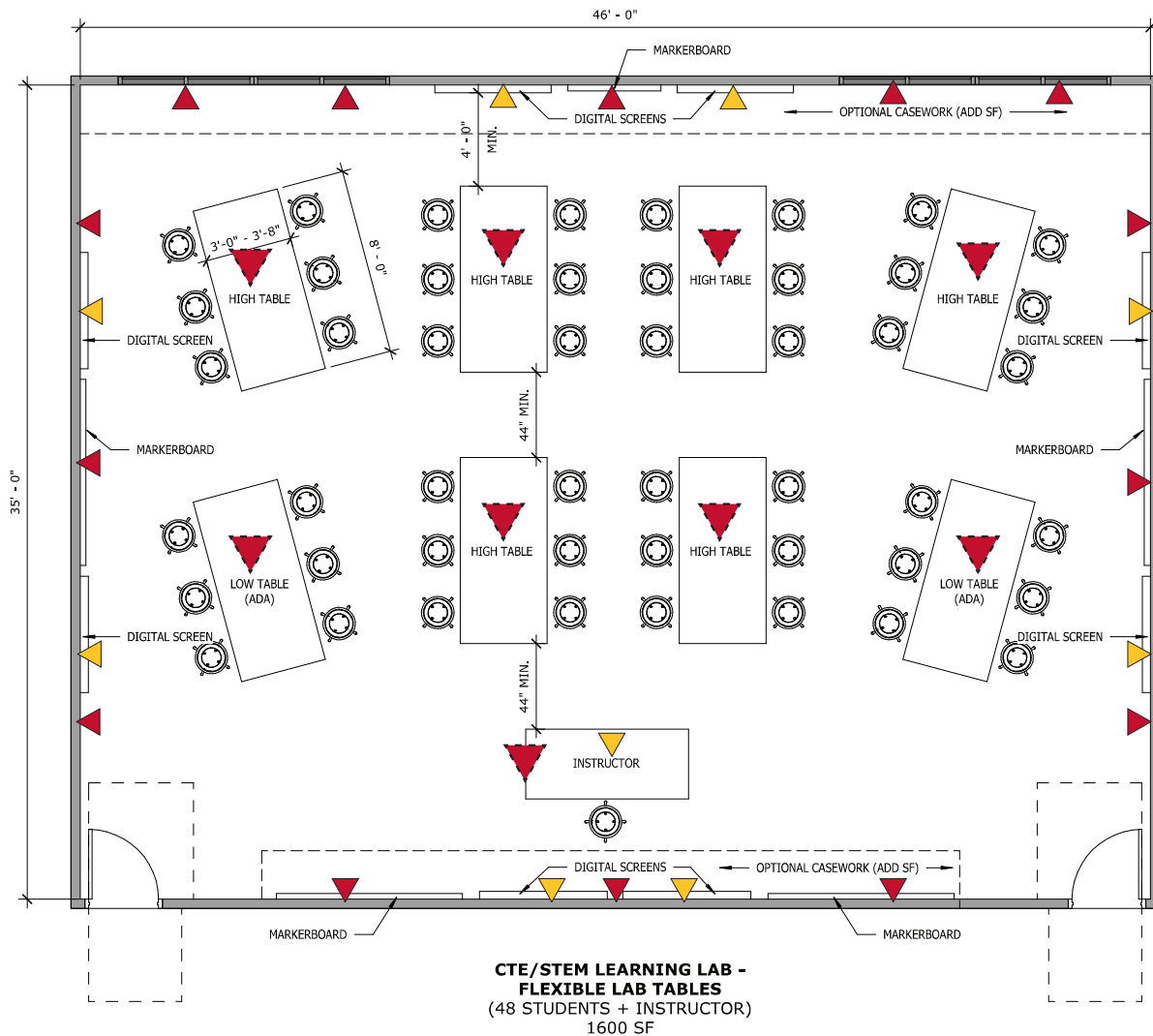
4. CTE/STEM Learning Lab – Flexible Furniture

Type: Learning Lab for CTE or STEM Instruction in Groups

Size: 1,600 SF (Minimum 32 SF/Seat), Up to 48 Students and 1 Instructor, 2 Exits required

Furniture Components Required: Task chairs and rectangular high makerspace-style tables (all with wheels), counts per space diagrams. Provide minimum two tables at accessible height per code requirements (5% accessible seating). Provide 7 digital screens: two at front of classroom, two on each side wall, and one on back wall, typically unless otherwise directed by District. Provide makerboards on four walls.

▼ = Ceiling Mounted Cord Reel W/ 4 Power Outlets



FURNITURE INSPIRATION IMAGES



IMAGE 5.5 | SEMINAR / CONFERENCE ROOM



IMAGE 5.6 | PRIVATE OFFICE



IMAGE 5.7 | CLASSROOM



IMAGE 5.8 | CLASSROOM

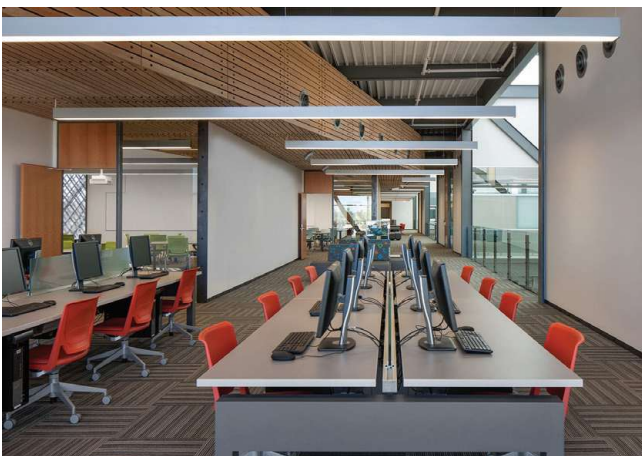


IMAGE 5.9 | MEDIA CENTER / COMPUTER LEARNING

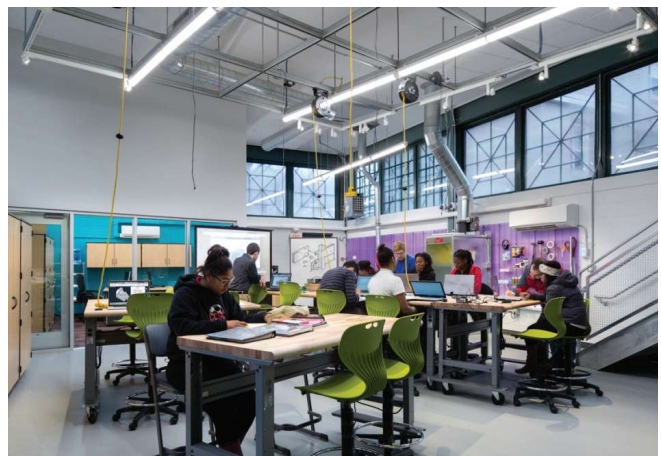


IMAGE 5.10 | CTE / MAKERSPACE LAB

5g | REQUIREMENTS FOR DESIGN PROFESSIONALS

In effort to assist the District in maintaining its annual space inventory of all District facilities, the Design Professional for an architectural and/or engineering project shall provide the district the following information for all buildings and spaces therein:

- Building Name
- Building Location
- Total Gross Square Feet
- Room Number
- Department (e.g. Student Affairs, Instruction, Administration)
- Room Use (describes the functionality, such as, office, office service, classroom, classroom service, class laboratory, class laboratory service, conference room., conference room service, storage, etc.)
- Total Building Assignable Square Feet (ASF) and Room ASF
- Assigned Stations, particularly critical for instructional space (classrooms and class labs) and for conference and seminar rooms

This information shall be provided by the Architect/Designer to the District during project closeout, or at another time as established by the District. One physical copy and one electronic copy shall be provided.

The building and room data are for planning, scheduling, assigning and accounting for the various types of spaces in facilities available for serving the purposes of the California Community Colleges.



IMAGE 5.11 | INDIO EXPANSION - CLASSROOM FURNITURE



IMAGE 5.12 | INDIO EXPANSION - LOUNGE SPACE FURNITURE