

ENCLOSED OFFICE (150 SF)

Visual Portfolio

Function and Concept:

These offices can be assigned to 1-2 individuals or shared by mobile workers. They are configured to primarily support solitary work with a moderate amount of paper documents. They can also be configured to support 2 to 3 person interactions in the office and should be designed to provide acoustical and visual privacy when needed. They are often provided in combination with easily accessible small meeting spaces for 2+ people.

Typical Floor Area:

150 sf / space

Technology and Furnishing:

Provide an adequate amount of work surfaces and storage and include ergonomic seating and accessories for the main occupant. When configured to support 2 to 3 person meetings, include appropriate number of guest chairs. Provide power and data outlets at desk return or credenza. Additional power and data outlets should be located at the collaborative zone. Provide whiteboard, tackable fabric or chart rail on clear wall.

Adjacency and Access:

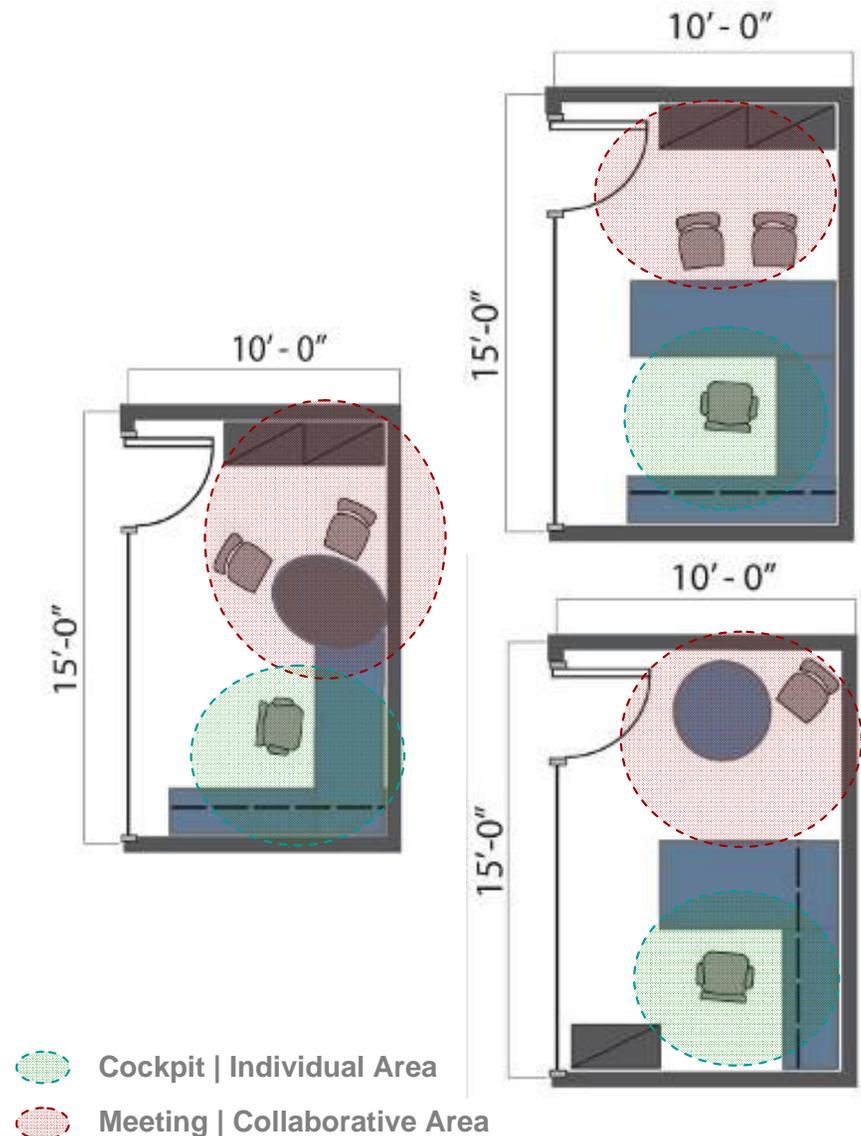
Locate away from exterior windows. Use glass front for access to natural light and visual connections.

When necessary, offices for supervisory and managerial job functions should be located near small meeting rooms.

General:

Office walls should have high acoustic insulation for privacy. Ceiling tiles should have no less than an NRC rating of 0.25. Consider acoustical batts above the ceiling tiles (if present).

Minimum finish requirements are carpet tile, vinyl base, level 5 painted finish gypsum board walls, tempered glass in aluminum storefront, solid core wood door with mortised locking hardware.



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US Air Force, San Francisco



US Coast Guard, Oakland