

003150S03 KEY DRAWINGS AND SPACE DATA FOR UNIVERSITY BUILDINGS

1.0 Space Data Information

The Design Consultant shall submit the following Space Data Information for all Project renovations and new construction projects:

- A. Space/Room Number (refer to the University of Kentucky room numbering standards)
- B. Space Function (examples: Office, Lab, Janitor Closet, Corridor)
- C. Space Net Square Feet (length x width, inside to inside of wall)

The Space Data Information shall be submitted to the Capital Project Management Division with the Phase 3; Construction Documents. The Capital Project Management division shall forward the submitted information to the Medical Center Facilities Planning & Resource Management Office.

The Space Data Information shall be submitted digitally both for CAD architectural floor plans and in excel format.

2.0 Submittal – CAD format Architectural floor plans / Key Drawings

The Space Data Information shall be included on the architectural floor plans. Each space/room and circulation space on the floor plans must include the above listed data. The minimum acceptable scale for the plans shall be 1/16" = 1' - 0".

The Design Consultant shall submit of the architectural floor plans with the required Space Data information. On New Construction or Major Renovations (where a renovation exceeds 50% of the floor) provide CAD Drawings of each floor. Each floor shall be in a separate files and each floor level shall be further broken down by separate layers for each of the following: columns, doors, elevation change/roof below, equipment/ mechanical, walls, grid, misc., outline, restroom fixtures, stairs/elevators/ramps/ladders, text with room #/building & floor names, windows, square footage) of the new / reconfigured space. UK will require one digital PDF and one DWG file format floor plan set.

3.0 Submittal - Digital Files

The Space Data Information shall be submitted digitally in the UK provided template. Instructions provided in EXCEL workbook on Instructions tab.

- A. Template Location: <http://www.uky.edu/cpmd/design-standards/division-00---procurement-and-contracting-requirements-group> 003150S03 SpaceData.xlsm
- B. Information required includes:
 - a. Project name and number listed at the top of the spreadsheet.
 - b. Space Data Information with headings:
 - i. Space/Room Number
 - ii. Space Function
 - iii. Space Net Square Feet.
- C. The space data shall be listed in separate columns with the headings as listed in the provided EXCEL template.

