

CRS SIRRINE INC.

INTERNSHIP

By

LAURA PATRICIA KEILERS

Bachelor of Science

Oklahoma State University

Stillwater, Oklahoma

1984

Submitted to the Faculty of the
Graduate College of the
Oklahoma State University
in partial fulfillment of
the requirement for
the Degree of
MASTER OF SCIENCE
May, 1986

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CHAPTER I

INTRODUCTION

As an intern for CRS Serrine, Inc. I worked for the Interior Architecture Division located in Washington, D. C. I was treated as a beginning employee, given a workstation, keys, and a general outline of operations for the company. I had many regular functions which were expected of me as an intern (Appendix A). These could be divided into two areas of responsibilities general office work and library work.

General office responsibilities included:

- * Running blueprints for other personnel.
- * Running xeroxs of sections of drawings for other personnel.
- * Filling in for the receptionist when she was out of the office.
- * Typing transmittals for outgoing correspondence.
- * Calling carrier services for pickup of packages, prints, and correspondences.
- * Answering telephone calls.
- * Organizing weekly lunch presentations by manufacturer's representatives.
- * Sending memos to other personnel notifying them of who would be making the weekly lunch presentation.
- * Relaying the number of office personnel who were

expected to attend that week's lunch presentation to the manufacturer's representative.

- * Acting as hostess for lunch presentations to make sure it ran smoothly and on time.
- * Writing thank you letters to manufacturer's representatives for providing lunch and new information on their products (Appendix B).

Library responsibilities included:

- * Filing new product literature and samples after they were received by the secretary.
- * Filing literature and samples after they had been used by other personnel.
- * Pulling specific information for other personnel from manufacturer's catalogs and files.
- * Pulling out of date information from manufacturer's catalogs and files.
- * Calling manufacturers for new updated product literature and samples.
- * Meeting with manufacturer's representatives to review new samples or to update their company's catalog.

In addition to these functions I performed other activities which were related to specific projects.

These are detailed individually.

CHAPTER II

BACKGROUND

CRS Sirrinc

CRS Sirrinc Inc. was formed in 1984 with a merger between the CRS Group and J. E. Sirrinc Company. As one company they became one of the nation's largest architectural, engineering, and construction management firms. During the past two years, it has shown it is a force not to be overlooked by the industry. In an annual survey the publication Engineering News-Record ranked CRS Sirrinc first in both design and construction management among the nation's 500 largest design firms. It was also recognized in a new book The 100 Best Companies to Work for in America. The achievement of such status in such a short time is the result of the company's ability to draw on the diverse disciplines of the three areas to provide clients single-source control and full-service delivery of large, complex projects. Individually, the areas have expanded their bases for more diverse operations.

The Architectural Division recognizes business's problem of a changing office environment and provides aid in the form of pre-design analysis and planning. The

office has become an information center requiring designs which integrate complex information processing technology into an attractive, flexible environment, while maintaining human values and human productivity.

As the world recovers from a global recession, the Architectural Division is expanding in the recreational facilities market along with increasing efforts in the commercial area. Design and construction for 30 hotel and resort projects include the El Gezira Sheraton Hotel in Cairo, Egypt. Commercial projects range from the Arco District Office in Houston and The America Airlines Terminal at Dallas-Fort Worth Regional Airport to the ICC Corporate Headquarters in Seoul, Korea.

The Engineering Division of CRS Sirmine has a very broad base of working projects. It is developing new microelectronics manufacturing processes. A new advanced technology design team that has been formed, designs manufacturing complexes for computer systems, as well as new "clean rooms" for electronic wafer fabrications. Factories which have been designed by teams of engineers can be found in the fields of biotechnology, pharmaceuticals, and carbon fiber production. Modernization is under way for pulp and paper mills such as Boise Cascade, International Paper Company, and Georgia-Pacific. Highway and bridge design, and urban transit programs have increased due to rising levels of public-sector capital investment in transit development. Finally, steam and electrical power generations are a large

base for the Engineering Group with over 100 major facilities completed.

The Construction Division works closely with both the Architectural and Engineering Division, concentrating on the completion of the projects. The total package approach is used to bring new operations on-line in record time without losing any details. Insuring this, there are offices from all three divisions located in major cities across the nation. Internationally, CRS Sirtine selects knowledgeable local associates for work on many joint ventures. International offices can be found in Egypt, Hong Kong, Mexico, Saudi Arabia, Singapore, and in The People's Republic of China.

Washington D. C. Office

Among the Architectural Division Offices the interior design office located in Washington D. C. has completed several recognized projects. The corporate offices of USA Today publications was completed in the spring of 1985. The restoration work of the Riggs Memorial Library at Georgetown University won the design team many awards, as well as national recognition in the September, 1984, issue of Architectural Record (Appendix C).

Projects received by the office are generally commercial in nature. They include both traditional and contemporary designs, and range in size from a single suite of offices to all the interiors of a multi-story building.

The office is directed by an architectural general manager. Other personnel include 5 architects, 4 interior designers, 4 draftsmen, a secretary, a public relations specialist, a word processor, and a receptionist. After receiving a project a design team is selected consisting of a project architect, an interior designer and a principle draftsman. Large projects often, also, include another architect as a separate project manager. Among designers and draftsmen some cross-over work is done between projects creating a better understanding of the scope of each project.

CHAPTER III

PROJECT I

Manu-Life Building Sales Office

In conjunction with a project architect and a designer a great deal of my internship time was spent working on the Manu-Life Building Sales Office (Appendix D). This project involved development of office space within an existing building for nine employees. Additionally, the space included a receptionist area, kitchenette, conference room and file storage. Finish and furniture selections completed the requirements for the client presentations.

An approval by the project architect preceded all drawing that I was to do. Each drawing was organized and noted with specific instructions of what was to be shown. I had no connection with two drawings for this project, the Power and Circuiting Plan, and the Mechanical and Plumbing Plan which were drawn by an independent engineering firm.

The process of drawing known as the Pin-Bar system was used to eliminate duplicate drawing. Each level of the drawing, the base building, the room arrangement, furniture, electrical, and construction was developed on separate sheets of mylar. When assembled together, a blueprint with only the information needed could be produced.

The other phase of this project involved the selection of finishes and furniture. The project designer, again, directed the general focus of the selection before I spent time in the library looking through samples. After the samples and furniture illustrations were approved, I was responsible for calling the company representatives to order larger memo samples for the board presentation. When these were received, I assembled the presentation boards. All the information for specifications was organized by the designer for use if the project was approved by the client.

As a team the project architect and designer would make the presentation to the client at their office. I was unable to accompany them to the presentation, however the designer discussed with me the procedure they would follow. In our discussion we composed a list of key words that would be used in describing the project to encourage acceptance of the design ideas. The project was accepted by the client and work was to begin within a short time.

CHAPTER IV

PROJECT 11

Shaw, Pittman, Fotts, and Trobridge

The building designed for the law firm of Shaw, Pittman, Fotts, and Trobridge was produced by the architectural firm of Skidmore, Owens, and Merrill (SOM). Their design and construction of the base building included 6 stories of office space and 3 levels of parking garage with the lowest level incorporating an athletic facility. The work of our office on the project included space planning, finishes, and furniture for all offices and the athletic facility.

Throughout the construction process, SOM instituted changes to the building that were not reflected in the blueprints. As the result of these changes the plans in our office required routine up-dating to reflect the current status of the building. The recording of these changes took on greater importance when they affected our designs. When an area was changed that affected our design, the project architect had to give approval for the revised design. Finally, all the changes were passed on to the construction company in the form of an addendum (Appendix E).

The original set of plans for the project included 75 sheets of 48x36 drawings making it too costly to re-issue another complete set of plans for the addendum. The format used to transmit the information of the changed areas was by xerox copies of the segment of the affected drawing. The area was highlighted for more clarification and noted with drawing and page number. Included in Appendix E are a selected group of changes that were made which have been highlighted. The first area involved the athletic facility. The restrooms required the addition of a plumbing wall. A ramp added near the stairs caused changes to the construction plan, electrical plan, millwork plan, and to the elevations of the area. On the first floor conference room number 1409 was affected by the widening of the ramp outside for the parking levels. A piece of custom cabinetry was completely removed and the window reduced as the result of the wall being moved in by 2 feet. However, the change did not affect the lighting plan or the coffered ceiling design.

In another area of the first floor, Room 1313, glass block windows were shifted toward the exterior side of the wall affecting custom cabinetry in the space. The redesign of the cabinetry allowed the cabinets to be recessed within the niches of these windows. Electrical and lighting plans reflected changes to the electrical raceways along the back of the cabinet and changes to the ceiling grid system. The elevation of the wall itself did not change, however, the

adjacent elevation on the south wall had 6 equally-spaced cabinets which were expanded to 7 cabinets equally spaced. The north elevation included a platform which also was expanded. In the library, the detailed drawing for the drapery pocket changed causing it to be recessed into the ceiling. Other changes were made to the set of plans that did not affect the designs of the spaces, and there was no need to include those areas in the addendum.

CHAPTER V

Conclusion

At the beginning of my work on the Master of Science Degree in Interior Design, my goal was to broaden my employment opportunities in the direction of teaching, as well as working in the design field. Over the past two years I have had numerous work experiences and opportunities to work with some truly talented people. Among these experiences, my graduate internship for the Interior Design office of CRS Sirrinc in Washington D. C. ranks as one of the most beneficial.

The exceptional people I worked with aided me in expanding my practical knowledge in areas of design that could not be learned in a classroom setting. Before doing the internship I had determined three main objectives to focus on. They were: first, to observe the functioning of a corporate design firm; second, to become a part of the decision making process in designing a space; and third, to improve my communication skills with people in other fields, as well as with other designers.

Before interning with CRS Sirrinc the extent of my work experience was as an assistant for a residential designer, and as a teaching assistant and resource director

in the Interior Design Department. Both experiences created a good base for the work I did in the corporate design office. During my first week, I was able to use my knowledge of resource libraries to take care of 5 months worth of product information that had accumulated. The only difficulty I encountered in the corporate setting of the office was dealing with several people requesting my help on projects to be done within the same time frame.

Each of the projects I worked on gave me some ability to make design decisions. I was instructed what the general direction designs or selections were to take, then I was able to develop my own ideas. It soon became evident that I had differing views on design solutions as the result of my midwest educational background. This presented interesting discussions on design problems, and I think everyone learned from the expression of the varying views.

From working with architects I developed an appreciation for the scope of their work. I found most of the architects in the office worked closely with the designers, and were very concerned with the needs of the client. They always teamed with designers to meet with the client to discuss the project requirements. Other personnel, such as the public relations specialist and the person who did word processing, were informative about their work and their roles in the office.

Since the completion of my internship in August, 1985,

I have had the opportunity to be a part of two other projects. Both projects for the District Courtroom of Payne County and the District Judges' Chambers have built on the experience of my internship. The designer connected with both projects has worked as the organizer of the project, allowing me to develop the design and produce the drawings. Together these projects have reinforced the procedures I learned at CRS Serrine. Similarities and differences between the two parts of the Creative Component were in the areas of selecting samples, basic space planning and the complexity of the drawings.

I was given the opportunity to work with many product representatives throughout all the projects. They were a valuable resource that could be drawn upon whenever a problem developed. They also were there for double checking for correct use or adaptation of the product if needed.

All the projects connected with my Creative Component have been in the area of commercial design. The space planning involved was basically the same due to the fact that general clearances do not change very much and the arrangement of the standard desk and chairs remains similar.

The complexity of the drawings for most projects was about equal. At CRS Serrine perspectives and isometrics were not done for all projects, but a greater number of millwork drawing was done. Project for Gilliam Design Associates generally included a perspective or an isometric, as well as other general drawings.

Differences, also, occurred in the areas of paper flow and distribution of responsibility. I worked closely with both architects and designers at CRS Serrine on a daily bases. They shared responsibility of the work I produced and were there to answer any of my questions. Somewhat removed from the general work at Gilliam Design Associates, I worked on my own and had the responsibility for the completion of the project. Weekly meetings at Gilliam Design Associates served to keep me on track and on schedule toward a completion date.

APPENDIXES

APPENDIX A

TIME SHEETS

TIME REPORT

EMPLOYEE NUMBER

119311

NAME

L. ALUKA BERDE

PAY PERIOD ENDING

4/11/87

ADMIN:

1

PAGE 1 OF 1

EPR

PROJECT DESCRIPTION	OPEN CENTR	PHASE OR ACCT NO	PROJECT NO.		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	REG TOTAL	OT TOTAL	TOTAL HOURS	MGR APPR'D
					16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				
MAINT-LIFE	DC	61014	814161716.014	RE																3.5		5.	
				RE																			
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BOOK (LIBRARY)	DC	710P		RE																4.96654			
				RE																			
				RE																3			
				RE																			
				RE																			
				RE																			
SICK LEAVE		7 0 6		RE																			
VACATION		7 0 7		RE																			
HOLIDAY		7 0 8		RE																			
			TOTAL HOURS	RE																	94994		
			TOTAL HOURS	OT																			

OPERATING CENTERS

- SF - San Francisco
- DC - Washington, D.C.
- LA - Los Angeles
- FW - Firmwide

PHASE NUMBERS - PROJECT HOURS

- 600 - Pre-Design
- 601 - Programming/Block Planning
- 602 - Space Planning/Merchandising
- 603 - Schematic Design
- 604 - Design/Furnishings
- 605 - Contract Documents
- 606 - Bidding Negotiation
- 607 - Contract Administration
- 608 - Post Construction

ACCOUNT NUMBERS - NON-CHARGEABLE HOURS

- 700 - Administration
- 701 - Administration w/Project No.
- 702 - Accounting
- 703 - Personnel
- 704 - Business Development - General
- 705 - Business Development w/Project No.
- 710 - Employee Development

ORIGINAL - PAYROLL
YELLOW - OPERATING CENTER



TIME SHEET

ARCH

1 0 0 0 9

RS BARRINE

PERIOD ENDING

MONTH	DAY	YEAR
07	15	89

EMPLOYEE NUMBER	17406	EMPLOYEE INITIALS	LF	EMPLOYEE LAST NAME	BOSE
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DAY	DAILY HOURS															PROJECT TOTALS	PROJECT	SUFFIX DCN	PHASE WBS AREA	DEPARTMENT WORKED	LOC		
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15								
	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							
RG		3	5					8	9	8	3	4			4		4.65	64114.04	605	009	DC		
OT												2.5					2.5						
REMARKS	MAYN LIFE TEMPERATURE RECORDING - WORKS BOUND UNIT																						
RG	3	4	4					0.5		1	3				3		2.05		700	004	DC		
OT																							
REMARKS	LPM LIBRARY																						
RG	0.5							0.5									1.0	85185.01	605	009	DC		
OT																							
REMARKS	SQUIDGARDERS & DEMPSEY																						
RG					4												4.0	44499.05	605	009	DC		
OT																							
REMARKS	HOLLID BANK TEMPERATURE RECORDING - WORKS BOUND UNIT																						
RG																	5.5	80000.00	601	009	DC		
OT																							
REMARKS	FRANCHISE OF KOSLINGS MILLING & REPAIRS																						
RG											3						3.0	85000.01	607	002	DC		
OT																							
REMARKS	WASTE MANAGEMENT																						
DAILY TOTALS																	TIME SHEET TOTALS	SHIFT	EMPLOYEE SIGNATURE (MUST BE SIGNED)				
RG																	4.65						
OT																							
																		SECOND	AUTHORIZATION (MUST BE SIGNED)				
																		THIRD	COMMENTS				

EMPLOYEE



TIME SHEET

GROUP	PROJECT	ASSIGNMENT
ARCH	10007	

888IRRIINE

PAGE 2 OF 2

PERIOD ENDING

MONTH	DAY	YEAR
07	15	05

EMPLOYEE NUMBER	27106	EMPLOYEE INITIALS	LB	EMPLOYEE LAST NAME	BOSE															
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DAY	DAILY HOURS															PROJECT TOTALS	PROJECT	SUFFIX DCN	PHASE WBS AREA	DEPARTMENT WORKED	LOC		
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15								
	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							
RG			9														4.0	99100		00020	0020		
DT																		CLIENT				APPROVAL	
																		REMARKS	HOLIDAY				
RG																						APPROVAL	
DT																		CLIENT				APPROVAL	
																		REMARKS					
RG																						APPROVAL	
T																		CLIENT				APPROVAL	
																		REMARKS					
RG																						APPROVAL	
T																		CLIENT				APPROVAL	
																		REMARKS					
G																						APPROVAL	
DT																		CLIENT				APPROVAL	
																		REMARKS					
RG																						APPROVAL	
DT																		CLIENT				APPROVAL	
																		REMARKS					

DAILY TOTALS																TIME SHEET TOTALS	SHIFT	EMPLOYEE SIGNATURE (MUST BE SIGNED)	
RG	4	9	9	9	4				9	4	9	9	4			9	89	SECOND	AUTHORIZATION (MUST BE SIGNED)
DT																	25	THIRD	COMMENTS

EMPLOYEE



ARCH 1 0 0 0 4

RRS BIRRIANE

PERIOD ENDING

MONTH 0 7 DAY 3 1 YEAR 8 5

EMPLOYEE NUMBER 7106 EMPLOYEE INITIALS LP EMPLOYEE LAST NAME BOSE

DAY	DAILY HOURS															PROJECT TOTALS	PROJECT	SUFFIX DCN	PHASE WBS AREA	DEPARTMENT WORKED	LOC
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15						
RG	6	7														13	8 5 2 5 0 . 0 1	6 0 4	0 0 9 1 0		
OT																	CLIENT		APPROVAL		
																	REMARKS				
																	WASTE MANAGEMENT				
																	FINISH SELECTION				
RG		2	6					5	3.5					1	5	2	2 6 5	6 0 5 1	0 9 1 0		
OT																	CLIENT		APPROVAL		
																	REMARKS				
																	ADM.				
																	PROPERTY				
RG	3			3										2		8	8 4 3 6 0 . 0 2	6 0 5 0	0 9 1 0		
OT																	CLIENT		APPROVAL		
																	REMARKS				
																	SHAW PITTMAN, POTTS, TROUBLESHOOT				
																	FIELD DRAWINGS, SOME CHANGES				
RG				3												13.5	8 4 4 7 6 . 0 4	6 0 5 0	1 9 2 0		
OT																	CLIENT		APPROVAL		
																	REMARKS				
																	HOME LIFE				
																	PROPERTY MANAGEMENT, LEAD CHANGE				
RG																1	8 1 2 8 9 . 1 2	6 0 4	0 0 4 1 0		
OT																	CLIENT		APPROVAL		
																	REMARKS				
																	PROPERTY PORTER				
																	PROPERTY				
RG																2	8 4 2 1 1 . 1 2	6 0 4 0	1 1 2 0		
OT																	CLIENT		APPROVAL		
																	REMARKS				
																	PROPERTY				

DAILY TOTALS															TIME SHEET TOTALS	SHIFT	EMPLOYEE SIGNATURE (MUST BE SIGNED)		
RG	9	9	9	4												9 9 9 9 4	9 9 9 9 4	SECOND	AUTHORIZATION (MUST BE SIGNED)
OT																1	4.5	THIRD	COMMENTS

EMPLOYEE

EMPLOYEE NUMBER	7104	EMPLOYEE INITIALS	LP	EMPLOYEE LAST NAME	BOSSE
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DAY	DAILY HOURS															PROJECT TOTALS	PROJECT	SUFFIX DCN	PHASE WBS AREA	DEPARTMENT WORKED	LOC	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15							
	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						
RG												4	3				11	64200-00	40000			
RT																						
RG																	3	1515	04	40000		
RT																						
RG																						
RT																						
RG																						
RT																						
RG																						
RT																						

DAILY TOTALS															TIME SHEET TOTALS	SHIFT	EMPLOYEE SIGNATURE (MUST BE SIGNED)	
RG																		
RT																		

EMPLOYEE

APPENDIX B

CORRESPONDENCE



EPR letter of Architecture Division
CRS Sirine, Inc.
1177 West Loop South, Suite 200
Houston, Texas 77027
713-560-0000
Telex 486884

June 19, 1985

Paul G. Riesner
Maharam
The Design Center
300 D Street S.W.
Suite 518
Washington, D.C. 20024

Dear Mr. Riesner,

I would like to take this opportunity to tell you how much everyone here who attended your presentation enjoyed it. The new lines that Maharam is coming out with look very promising for several projects we are working on at present.

I would also like to thank you for the excellent lunch you provided. It is through presentations such as yours that we are able to keep up with the latest product changes for our clients benefit.

Thank you once again and I look forward to working more with you and Maharam.

Sincerely Yours,

A handwritten signature in cursive script that reads 'Laura Bose'.

Laura Bose



gpr Interior Architecture Division
CRS SARRINE, Inc.
1177 West Loop South, Suite 200
Houston, Texas 77027
713-650-2000
Telex 6555544

June 26, 1985

Elizabeth Herbst
Badische Corporation
The Design Center
300 D Street, S.W.
Suite 716
Washington, D.C. 20024

Dear Ms. Herbst,

I would like to take this opportunity to tell you how much everyone here who attended your presentation on the new Badische carpet fibers enjoyed it. It was very interesting to see the new technology that has come about in carpet fibers.

I would also like to thank you for the excellent lunch you provided. It is through presentations such as yours that we are able to keep up with the latest product information and changes for the benefit of our clients.

Thank you once again and I look forward to working more with you and Badische.

Sincerely Yours,

A handwritten signature in cursive script that reads 'Laura Bose'.

Laura Bose



EPR Interior Architecture Division
CRS SIRRINE, Inc.
1177 West Loop South, Suite 200
Houston, Texas 77027
713-552-2000
Telex 6668544

July 3, 1985

Ethel Scheman
J.G. Furniture Systems
3322 Newark Street, N.W.
Washington, D.C. 20008

Dear Ms. Scheman,

I would like to take this opportunity to tell you how much everyone here who attended your presentation enjoyed it. The new systems that came out for NECON you showed us look very promising for several projects we are working on at present.

I would also like to thank you for the excellent lunch you provided. It is through presentations such as yours that we are able to keep up with the most current trends in systems, which are beneficial to our clients as well as to us.

Thank you once again and I look forward to working with you and J.G. in the future.

Sincerely Yours,

A handwritten signature in cursive script that reads 'Laura Bose'.

Laura Bose



EPR Interior Architecture Division
CRS SIRRINE, Inc.
1177 West Loop South, Suite 200
Houston, Texas 77027
713-552-2000
Telex 6986644

July 10, 1985

Oliver Wedgewood
Knoll International
1053 31 Street, N.W.
Washington, D.C. 20007

Dear Mr. Wedgewood,

I would like to take this opportunity to tell you how much everyone who attended your presentation of the new fabrics by Knoll enjoyed it. Some of the new colors look very promising for several projects we are working on at present.

I would also like to thank you for the excellent lunch you provided. It is through presentations such as yours that we are able to serve our clients better with better product knowledge.

Thank you once again and I look forward to working more with you and Knoll.

Sincerely Yours,

A handwritten signature in cursive script that reads 'Laura Bose'.

Laura Bose



EPR Interior Architecture Division
CRS Sirarine, Inc.
1177 West Loop South, Suite 200
Houston, Texas 77027
713-562-2100
Telex 696654

July 17, 1985

Thomas Paxton
Designweave
15305 Valley View Ave.
Santa Fe Springs, CA 90670

Dear Mr. Paxton,

I would like to take this opportunity to tell you how much everyone here who attended your presentation enjoyed it. The new lines that Designweave has come out with look very promising for several projects we are working on at present. Several of the other designer have said they would welcome more information on your custom coloration lines and other special services.

I would also like to thank you for the excellent lunch you provided. It is through presentations such as your that we are able to keep up with the most current product trends for the benefit of our clients.

Thank you once again and I look forward to working more with you and Designweave.

Sincerely Yours,

A handwritten signature in cursive script that reads 'Laura Bose'.

Laura Bose



EPR Inter or Architecture Division
CRS Serrine, Inc.
1177 West Loop South, Suite 200
Houston, Texas 77027
713-552-2000
Telex 6368544

July 24, 1985

Joseph Jaskula
Karastan
2663 Wentworth Road
Philadelphia, PA 19131

Dear Mr. Jaskula,

I would like to take this opportunity to tell you how much every one who attended your presentation enjoyed it. The new lines and colors that Karastan has come out with look very promising for several projects we are working on at present.

I would also like to thank you for the excellent lunch you provided. It is through presentations such as yours that we are able to keep up with the latest product changes for the benefit of our clients.

Thank you once again and I look forward to working more with you and Karastan in the future.

Sincerely Yours,

Laura Bose
Laura Bose



EPR Interior Architecture Division
CRS Serrine, Inc.
1177 West Loop South, Suite 200
Houston, Texas 77027
Tel: 652-2000
Telex: 6968544

July 31, 1985

Marcia Nilson
Lazarus
The Design Center
300 D Street, N.W.
Suite 301
Washington, D.C. 20024

Dear Ms. Nilson,

I would like to take this opportunity to tell you how much everyone here who attended your presentation of Lazarus' new fabrics enjoyed it. Some of the new colors and finishes look very promising for possible use in several projects that we are working on at present.

I would also like to thank you for the excellent lunch you provided. It is through presentation such as yours that we are able to better serve our clients with better product knowledge.

Thank you once again and I look forward to working with you and Lazarus in the future.

Sincerely Yours,

A handwritten signature in cursive script that reads 'Laura Bose'.

Laura Bose



EPA Interior Architecture Division
CRS Sirmne, Inc.
1177 West Loop South, Suite 200
Houston, Texas 77027
713-662-2000
Telex 486854A

August 7, 1985

Lisa Payne
Stratton
The Design center
300 D Street, N.W.
Suite 107
Washington, D.C. 20024

Dear Ms. Payne,

I would like to take this opportunity to tell you how much everyone here who attended your presentation enjoyed it. The new sample you left with us were looked over by everyone in the office.

I would also like to thank you for the excellent lunch you provided. It is through presentations such as yours that we are able to maintain a current library and working knowledge of the latest products.

Thank you once again and I look forward to working with you and Stratton in the future.

Sincerely Yours,

Laura Bose

APPENDIX C

ARTICLE FROM ARCHITECTURAL RECORD

Riggs Memorial Library, Healy Hall
Georgetown University
Washington, D. C.
EPR, Architects

Victorian high tech

*are cast-iron interior and a very
rare example of Victorian
fabrication, the restored Riggs
Memorial Library wears exuberant
Gothic decoration that draws on
the Classic and on pre-Raphaelite
traditions of Gothic.*

Surviving examples of High Victorian design, especially High Victorian interiors, constitute a special rarity. Georgetown University in Washington, D. C., recognizes the treasures it has in Healy Hall. An impressive stone pile built in 1879 to mark the school's centennial, its contents, including the Riggs Memorial Library, were added piecemeal over the next years and have recently been lovingly restored, repaired and reconstructed.

For a wing across one end of the building, Paul J. Pelz, architect of the Library of Congress, designed a library that remained in use until 1970. The upper part of Riggs Library, shown here, originally accommodated graduate students (undergraduates used the two floors below). Its restoration by EPR is intended for receptions, dinners, chamber music concerts and poetry readings. Although it is no longer a reading room except for select scholars who may use the study alcoves (see plan overleaf), it is still a working library, its shelves carrying occasionally read books from the main library. And the sight and smell of the ranked volumes lend the room a quality seldom encountered at receptions and concerts.

These days, Riggs Library seems as remarkable for its technical prowess as for its exotic esthetic. What looks like elaborate gilded plaster or carved wood ornament across the page is in fact a structural object set within the four-story room. Cast-iron columns, stairs and shelves were prefabricated and numbered for assembly on site (one can still see the cast numbers under the paint). Pressed sheet metal covers wood beams and trusses at the tops of columns and around the skylighted coffers. The upright elements supply all structural support for stacks and live loads within the object. During 90 years' use, however, the shelves became seriously overloaded. To relieve stress on the building's own structure, books now occupy only those shelves visible from the floors and catwalks.

The original decoration consisted chiefly of tan paints and gold leaf. As a result of overenthusiastic chemical cleaning, much of the original color suffered bleaching, but with scrapings and other research, EPR determined the earlier palette. The miniature columns around the inset arches and other dark ornaments were resurfaced with brushed glaze, a fashionable finish at the time of construction and one that now confers an antique patina. Originally, gilding was applied by a Jesuit who was associated with the school but who died before completing his task; no one else ever carried the work forward, and EPR honored his memory by regilding only what he had finished.

The architects had to reconstruct other objects in the room from photographs or by guesswork. Etched glass globes that shaded gas lights on columns and along catwalks were discarded when the building was electrified. Old photographs furnished the information for duplicate designs used for electric lamps wired through the old gas lines. The shields at the ceiling and the stained-glass rondels in the windows, which show coats of arms and other attributes of the school and the donor, appeared only in partial black-and-white photographs and required heraldic research for design. G. A.

The coffered skylight above the restored library transmits diffuse daylight from the dormered attic above. Electric light, controlled by dimmers, reinforces the intensity and color of daylight. After dark, overhead lighting is turned off. Wires threaded through old gas pipes power incandescent bulbs in etched glass globes reconstructed from photographs. The original ceramic tiled floor, too broken for feasible repair, was covered with royal blue carpet.

Riggs Library, Healy Hall
Georgetown University
Washington, D. C.

Owner:

Georgetown University

Architects:

EPR (Environmental Planning & Research)

1000 Potomac Street, N. W.
Washington, D. C. 20007

Doug Deremer, project director;

Louis Marotta, project manager;

Michael Finch, project architect;

Kit Archie, project interior designer

Lighting consultants:

Ramond Grenald Associates

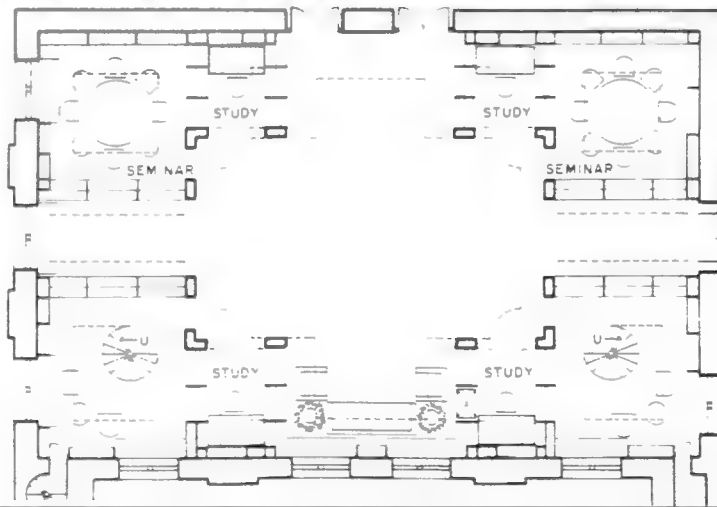
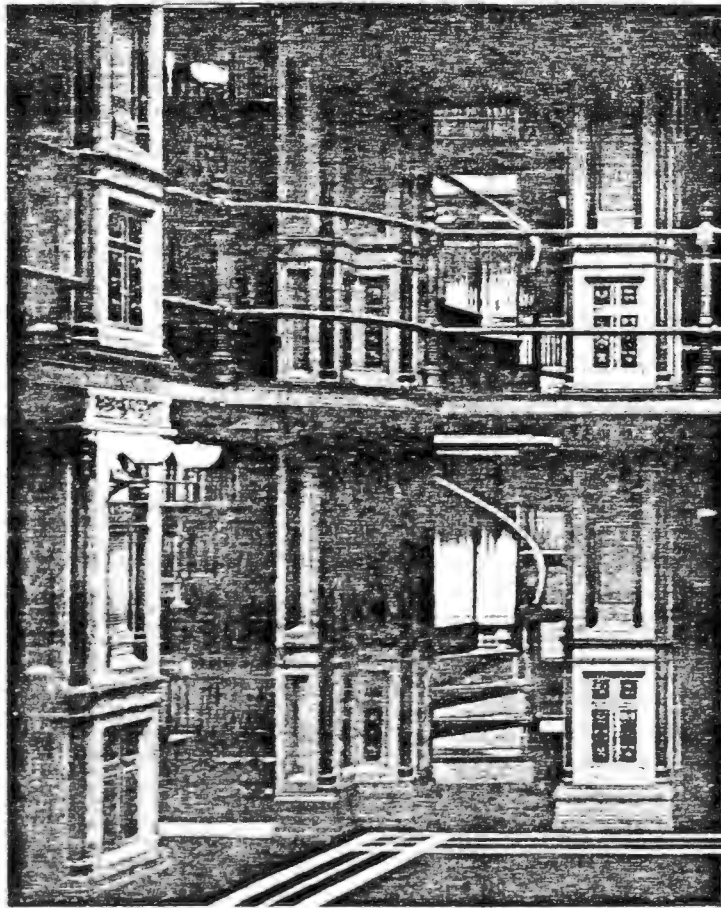
Contractors:

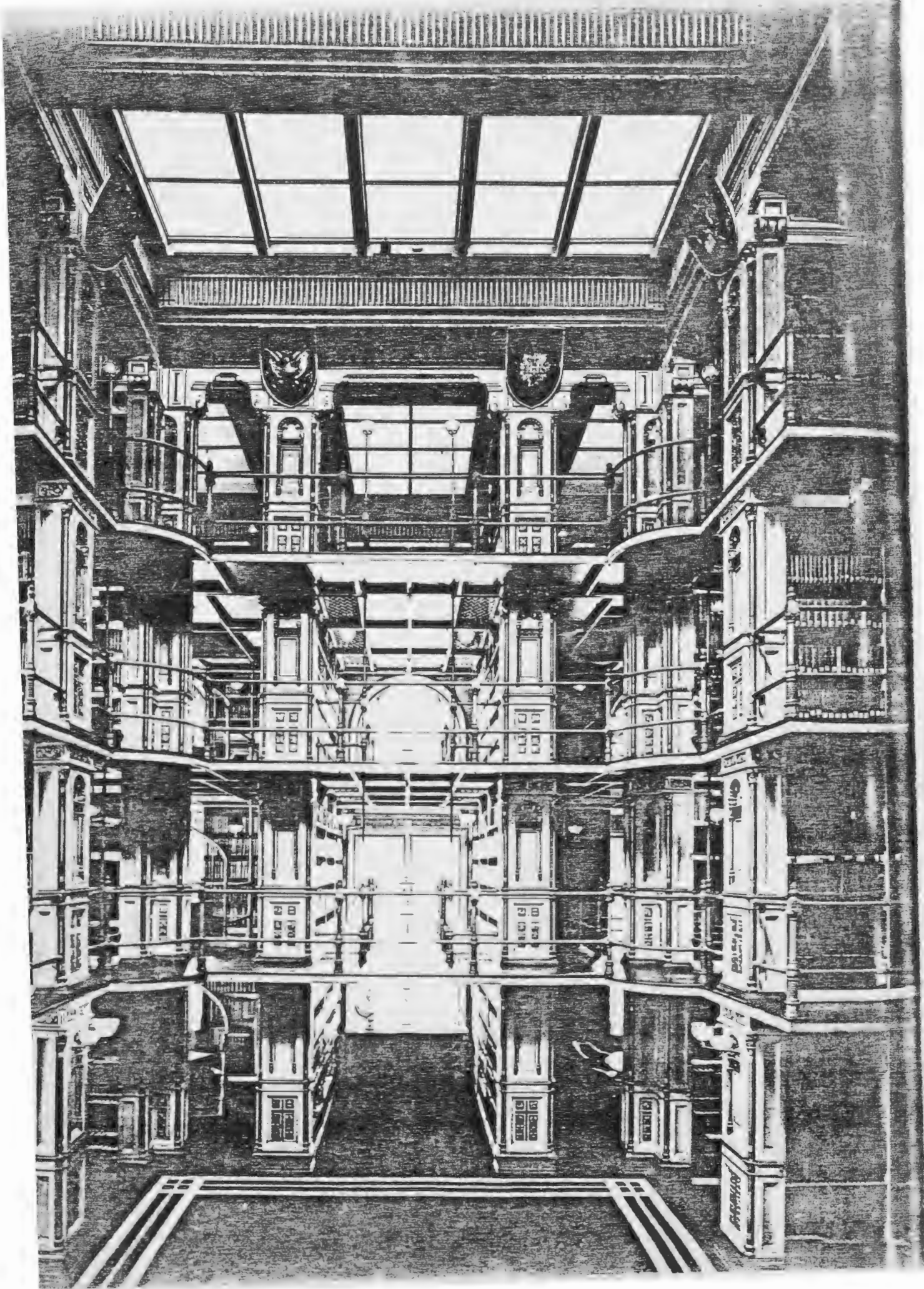
Lackey Construction Co. (general);

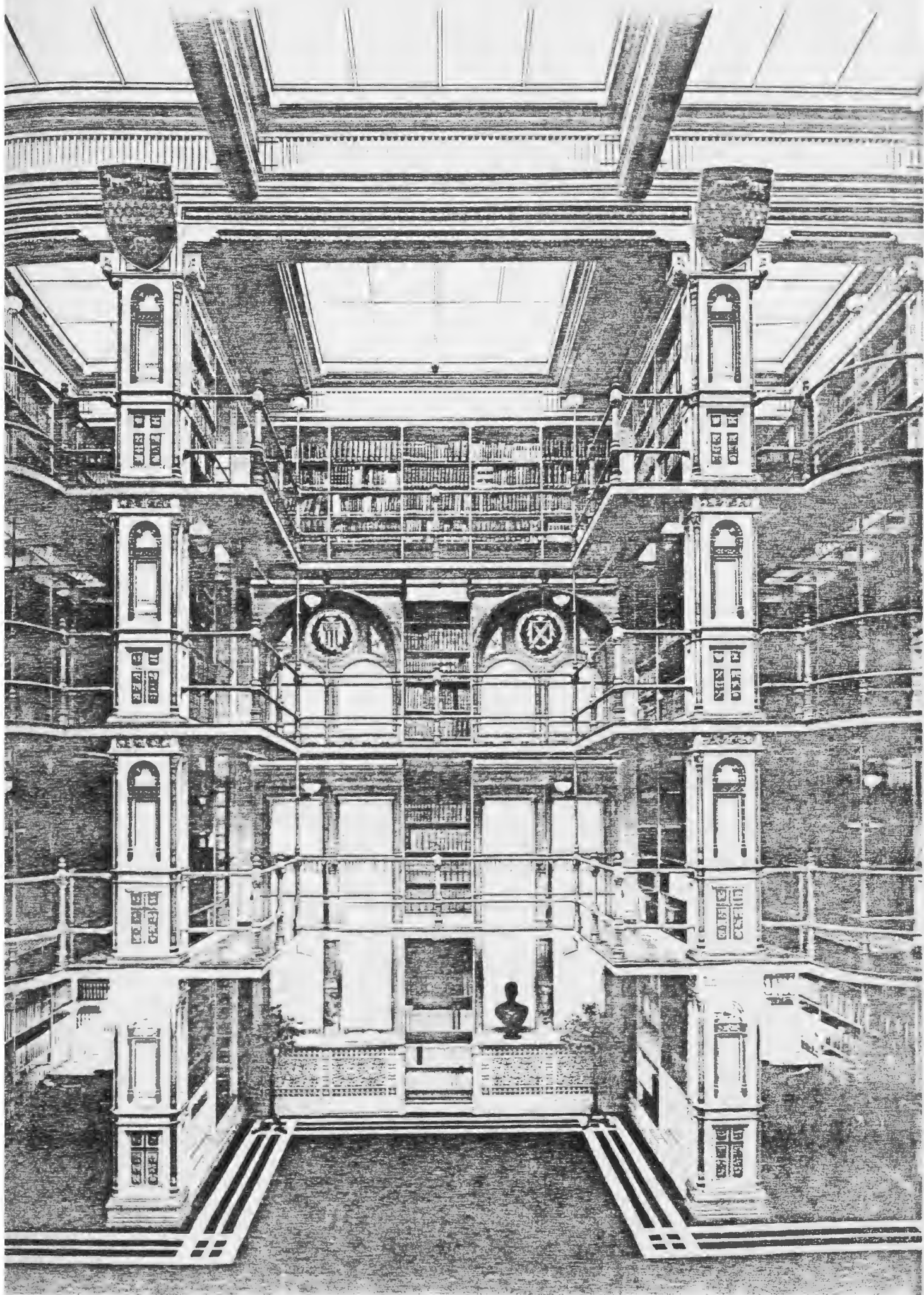
Hudson-Shatz (painting)

Photographer:

©Peter Aaron/ESTO







APPENDIX D

MANU-LIFE BUILDING SALES OFFICE

MANU LIFE BUILDING SALES OFFICE

MANULIFE BUILDING
1850 M Street

GENERAL NOTES

1. THE CONTRACTOR SHALL THOROUGHLY EXAMINE THE PREMISES AND SHALL BASE HIS BID ON THE EXISTING CONDITIONS. THE CONTRACTOR SHALL NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES BETWEEN DRAWINGS AND FIELD CONDITIONS.
2. THE CONTRACTOR SHALL VERIFY THAT NO CONFLICTS EXIST IN LOCATIONS OF ANY MECHANICAL, TELEPHONE, ELECTRICAL, LIGHTING, PLUMBING, AND SPRINKLER EQUIPMENT (TO INCLUDE ALL PIPING, DUCTWORK AND CONDUIT) AND THAT ALL REQUIRED CLEARANCES FOR INSTALLATION AND MAINTENANCE OF ABOVE EQUIPMENT ARE PROVIDED.
3. THE CONTRACTOR SHALL PROTECT CARPET, FURNISHINGS AND EXISTING FINISHES IN AREAS OF AND SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY DAMAGE CAUSED BY HIS WORK OF THE CONTRACTOR.
4. CONTRACTOR SHALL REPAIR DAMAGES CAUSED TO EXISTING CONSTRUCTION IN ELEVATOR LOBBY, PUBLIC CORRIDORS, OR TENANT SPACE.
5. PATCH AND REPAIR, AS REQUIRED, WALLS, FLOOR, AND CEILING.
6. ANY DISCREPANCIES BETWEEN THESE PLANS AND ACTUAL FIELD CONDITIONS SHALL BE REPORTED TO THE ARCHITECT PRIOR TO CONSTRUCTION, OR THE CONTRACTOR SHALL BE HELD RESPONSIBLE.
7. THE CONTRACTOR SHALL PATCH AND REPAIR ALL FIREPROOFING DAMAGED OR REVEALED BY DEMOLITION. THE CONTRACTOR SHALL FIREPROOF, AS REQUIRED BY CODE, ALL NEW PENETRATIONS GENERATED BY THE WORK DESCRIBED IN THESE DOCUMENTS.
8. ALL PARTITIONS SHALL BE BRACED PER THE REQUIREMENTS OF LOCAL SEISMIC CODE, or 2'-0" O.C., WHICHEVER IS MORE STRINGENT.
9. THE CONTRACTOR SHALL COORDINATE INSTALLATION OF OWNER SUPPLIED ITEMS.
10. "TYPICAL" MEANS IDENTICAL FOR ALL SIMILAR CONDITIONS UNLESS OTHERWISE NOTED.
11. DIMENSIONS NOTED "CLEAR" OR "CLR" ARE MINIMUM REQUIRED DIMENSIONS AND CLEARANCE MUST BE ACCURATELY MAINTAINED. DIMENSIONS ARE TO FACE OF GYPSUM BOARD, FACE OF PANELS, AND FACE OF PARTITIONS UNLESS OTHERWISE NOTED.
12. DIMENSIONS ARE NOT ADJUSTABLE WITHOUT REVIEW OF ARCHITECT UNLESS NOTED (+).
13. ALL HEIGHTS ARE DIMENSIONED FROM TOP OF EXISTING SLAB UNLESS NOTED "AFF" (ABOVE FINISHED FLOOR).
14. CONTRACTOR SHALL COORDINATE WITH ARCHITECT DURING CONSTRUCTION, THE LAYOUT OF ALL PARTITIONS AND RECEPTACLES AND OBTAIN APPROVAL FOR THE SAME BEFORE PROCEEDING.
15. TELEPHONE, ELECTRICAL AND DATA OUTLETS SHOWN ON OPPOSITE SIDES OF A PARTITION SHALL BE INSTALLED WITH A STUD; AND INSULATION BETWEEN THE J-BOXES.
16. PARTITIONS ARE TO BE ERECTED PARALLEL WITH THE REFLECTED CEILING LINES U.O.N.

FINISH NOTES



- PARTITIONS ARE DIMENSIONED FINISH TO FINISH UNLESS OTHERWISE NOTED. DIMENSIONS NOTED "CLEAR" (CLR) ARE NOT ADJUSTABLE WITHOUT APPROVAL FROM ARCHITECT.
- HEIGHTS TO EXTERIOR WINDOW WALL ARE TO THE INSIDE FACE OF MULLION. PARTITIONS SHALL BE TAPED AND SANDED SMOOTH WITH NO VISIBLE JOINTS.
- FINISHES AND MILLWORK ADJACENT TO EXISTING COLUMNS OR WALLS SHALL MATCH FACE OF FINISHED COLUMN SURFACE U.O.N.
- DO NOT INSTALL WOOD BLOCKING AS REQUIRED IN PARTITIONS BEHIND WALL PANELING, COUNTERTOPS, ETC., COORDINATE W/ARCHITECT IF BLOCKING NOT SHOWN IN DETAIL. CONTRACTOR RESPONSIBLE FOR STRUCTURAL INTEGRITY.
- DOORS SHALL BE UNDERCUT 3/4" ABOVE SLAB.
- INSTALL GALVANIZED METAL CORNER BEADS AND/OR TRIM FOR ALL EXPOSED GYPSUM BOARD EDGES AND CORNERS, SPACKLE AND SAND SMOOTH.
- LEVELING ABOVE CEILING HEIGHT PARTITIONS PER MANUFACTURER'S INSTALLATION AND ABOVE ALL DOOR AND GLAZING JAMBS AS REQUIRED.
- FLOOR UNDERLAYMENT SHALL BE LEVELED PRIOR TO FLOOR INSTALLATION. ANY DEFICIENCY IN HEIGHT DUE TO LEVELING SHALL BE ADDED TO CLEAR DIMENSION TO PROVIDE LEVEL SPACE.
- REMOVE FURNITURE MATERIALS AND/OR EQUIPMENT REMOVED SHALL BE RETURNED TO OWNER AT OWNERS DISCRETION LIGHTS, ETC.

FINISH	HARDWARE	REMARKS
STAINED MAHOAGANY	BUILDING STANDARD	
PAINTED	BUILDING STANDARD	
PAINTED	2 PR. DUTY HARDWARE	HARDWARE TO MATCH BUILDING STANDARD PROVIDE HEAVY DUTY ROLLER LATCH ON BOTH DOORS.

FINISH NOTES

- ALL FLOOR COVERING TO BE KARASTAN "GARRISON" CUSTOM COLOR THISTLE #C-2977 OR APPROVED EQUAL.
- ALL WALL FINISH TO BE BENJAMINE MOORE #HC 173 UNLESS NOTED OTHERWISE.
- ALL DOOR FRAMES TO BE PAINTED TO BENJAMINE MOORE #HC 173 UNLESS NOTED OTHERWISE.
- ALL PLASTIC LAMINATE TO BE FORMICA #921 BIRCH MATT FINISH UNLESS NOTED OTHERWISE.
- PLASTIC LAMINATE FOR DOORS TO BE PROVIDED BY OWNER

FINISH LEGEND

-  ARCHITEX INTERNATIONAL: PATTERN A1-1519 56" WIDE.
-  FORMICA #921 BIRCH MATT FINISH

EQUIPMENT LIST

- SINK: ELKAY #DE12522 -C SINGLE BOWL
- FAUCET: ELKAY #LK2100
- GARBAGE DISPOSAL: KITCHEN AID #HD-100

- 17. AT HINGE SIDE OF DOORS, THERE SHALL BE A MINIMUM OF 4" FROM THE FACE OF THE JAMB TO THE NEAREST RETURNING PARTITION OF U.O.N.
- 18. VERTICAL LOCATION OF PARTITION OUTLETS TO BE 1'-0" ABOVE FINISH FLOOR U.O.N. THE OUTLETS SHALL BE MOUNTED VERTICALLY.
- 19. OUTLETS SHOWN ABOVE 1'-0" ABOVE FINISH FLOOR SHALL BE MOUNTED HORIZONTALLY UNLESS OTHERWISE NOTED.
- 20. COLOR OF OUTLETS AND COVERPLATES TO MATCH ADJACENT WALL FINISH U.O.N.
- 21. LIGHT SWITCHES SHALL BE LOCATED 42" ABOVE FLOOR, U.O.N. HEIGHTS ARE GIVEN FROM TOP OF FLOOR TO CENTERLINE OF COVERPLATE, MOUNTED VERTICALLY. WHEN MORE THAN ONE SWITCH IS SHOWN AT THE SAME LOCATIONS, THEY SHALL BE GANGED, AND FINISHED WITH A ONE PIECE COVERPLATE.
- 22. ENGINEER SHALL DETERMINE THE QUANTITY OF SWITCHES REQUIRED FOR CIRCUITING. ENGINEERS DRAWINGS INDICATE LOCATION ONLY.
- 23. DOOR KNOBS AND LEVERS TO BE MOUNTED AT SAME LOCATION AS TENANT IMPROVED DESIGN STANDARD.
- 24. ALL PARTITIONS TO CENTER ON CEILING SPLINE SYSTEM O.U.N. REFER TO DETAIL 2.

INDEX

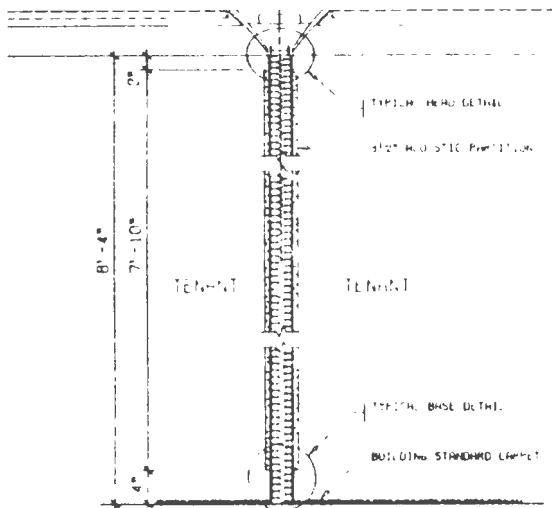
- T1 TITLE SHEET
- 2A-1 CONSTRUCTION PLAN
- 2A-2 POWER AND SIGNAL PLAN
- 2A-3 FINISH PLAN
- 2A-4 DETAILS AND ELEVATIONS
- 2E-1 POWER AND CIRCUITING PLAN
- 2MP-1 MECHANICAL, PLUMBING PLAN

1 BIDDING
Issue Description

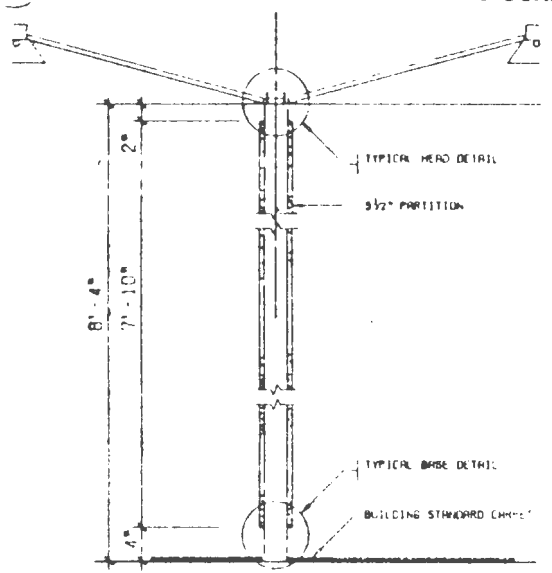
Planning | Architecture | Interior Design
1000 Potomac St., N.W. | Washington, D.C. 20007

Architect: _____
Client Approval: _____ Date: _____
Designer: L.B. _____ Date: _____
Checked: RSM _____ Date: _____
Scale: 1/8" = 1'-0" _____ Job No: _____
Title: _____ Sheet: _____

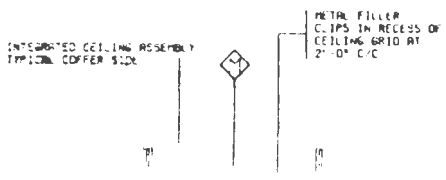
TITLE SHEET



1 TYPICAL DEMISING PARTITION (A)
NO SCALE



2 TYPICAL TENANT PARTITION (B)
NO SCALE



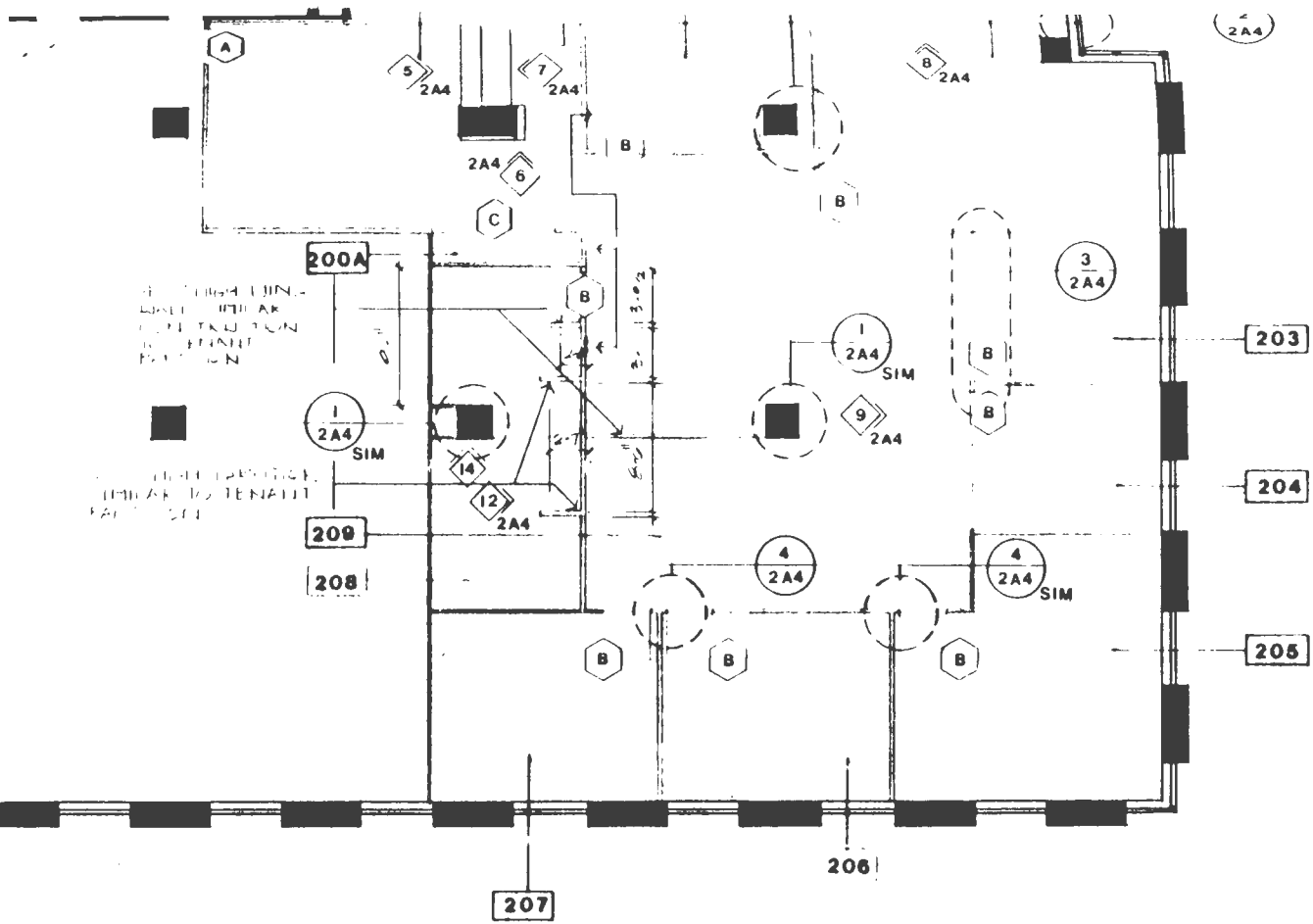
CONSTRUCTION LEGEND

- 333 ROOM NUMBER
- 3 ELEVATION NUMBER
- A6 DIRECTION OF ELEVATION
- 3 DETAIL NUMBER OR SECTION NUMBER
- A3 SHEET NUMBER
- 8 DOOR TYPE
- ↔ ALIGN FINISH FACE OF MATERIAL AS SHOWN
- ③ SHEET NOTE

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.

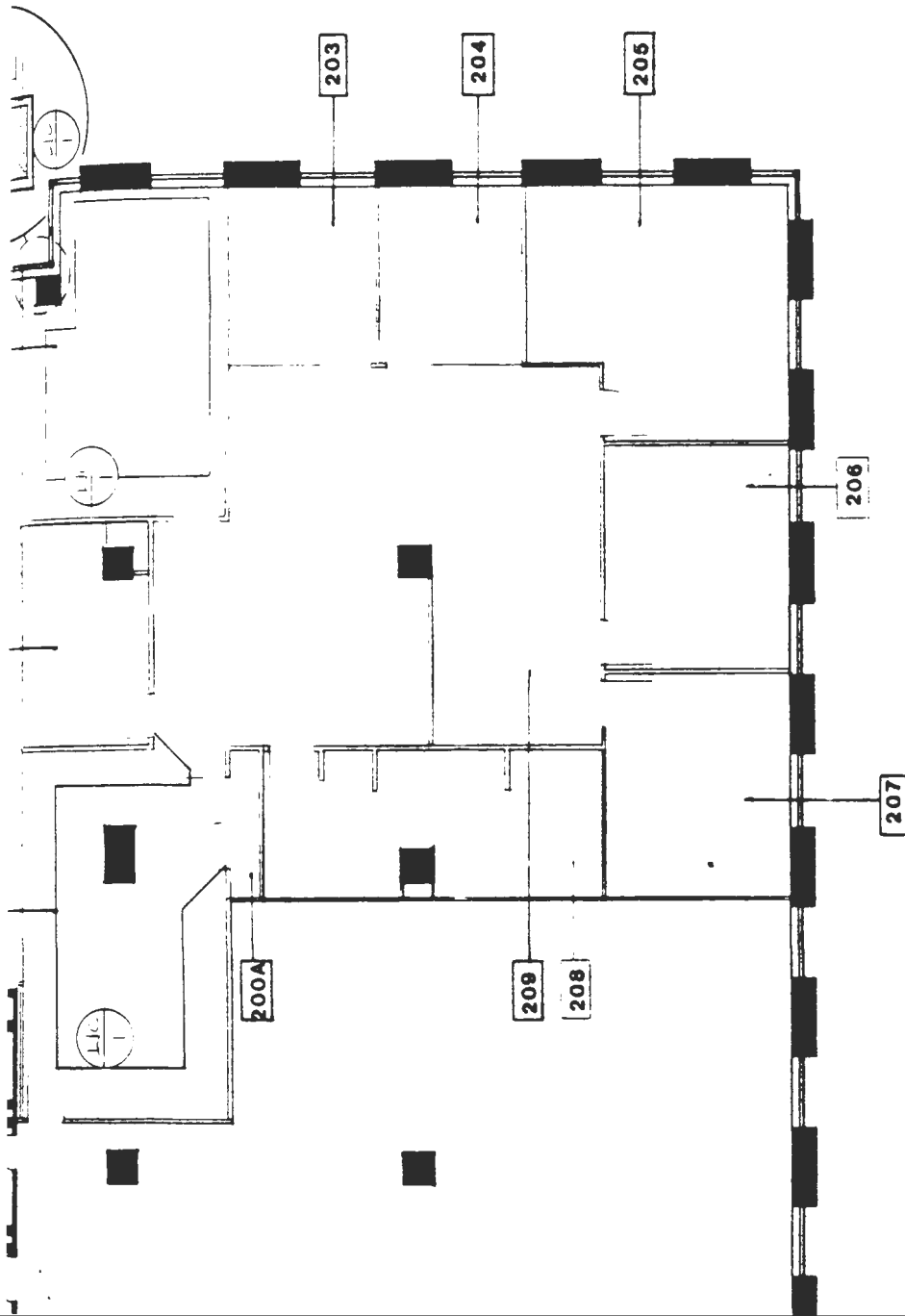
DOOR SCHEDULE

MARK	SIZE	MATERIAL	FINISH	FRAM
A	3'-0" x 5'-0" x 1'-3/4"	WOOD S.C.	STAINED MAHOGANY	WOOD
B	3'-0" x 5'-0" x 1'-3/4"	WOOD S.C.	PLASTIC LAMINATE	HOLLOW
C	PR 3'-0" x 5'-0" x 1'-3/4"	WOOD S.C.	PLASTIC LAMINATE	HOLLOW



CONSTRUCTION
 PLAN

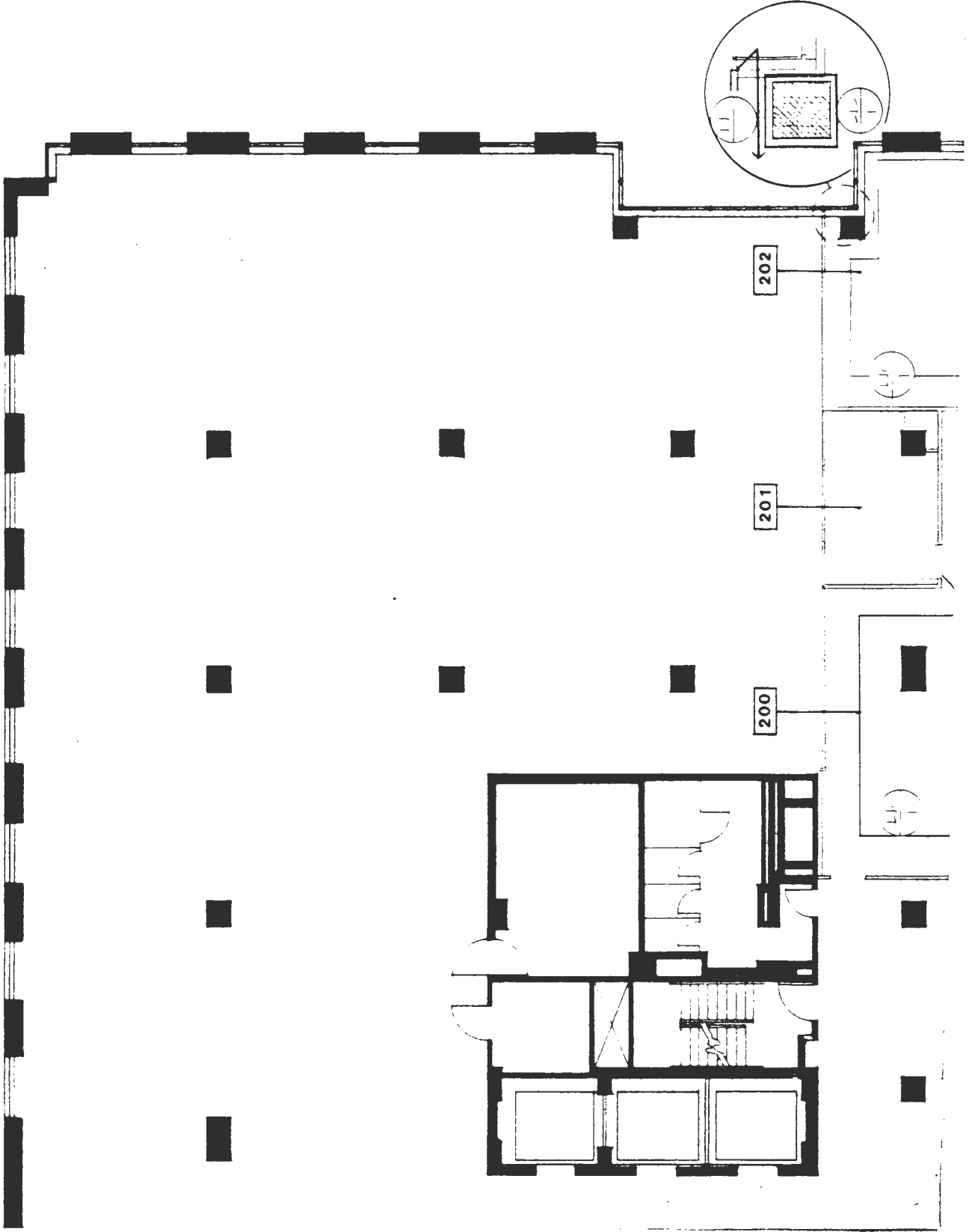
2A-1



CROSS

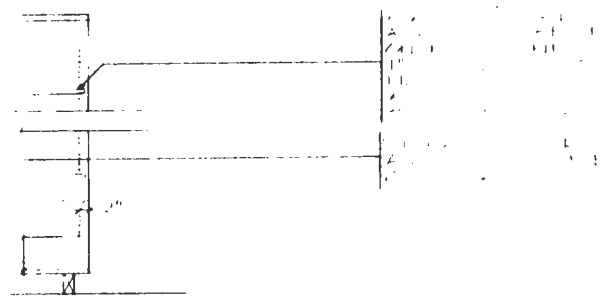
FINISH PLAN

2A-3

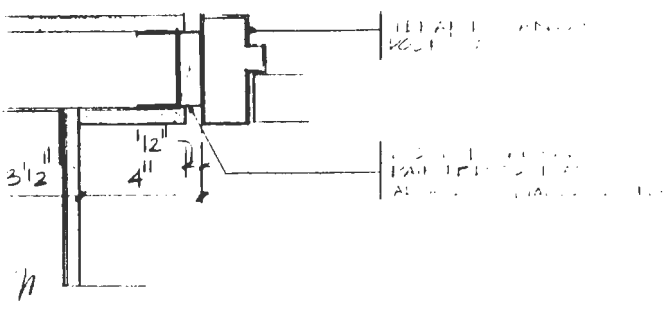


MANU LIFE
BUILDING
SALES OFFICE

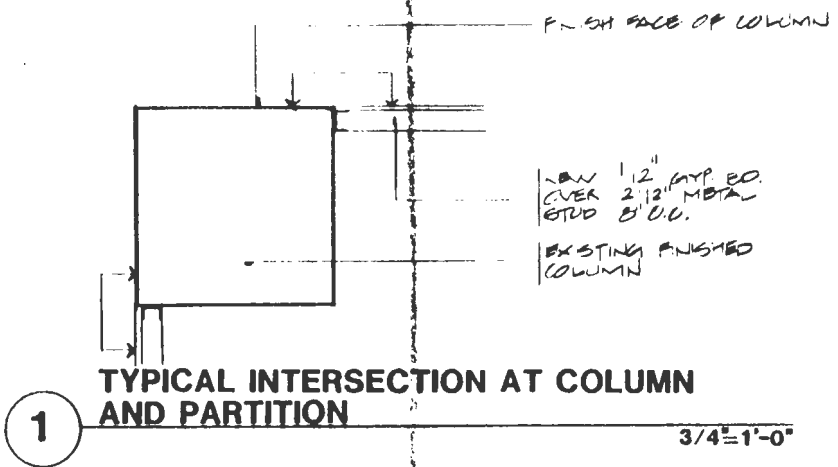
MANULIFE BUILDING
1850 M Street



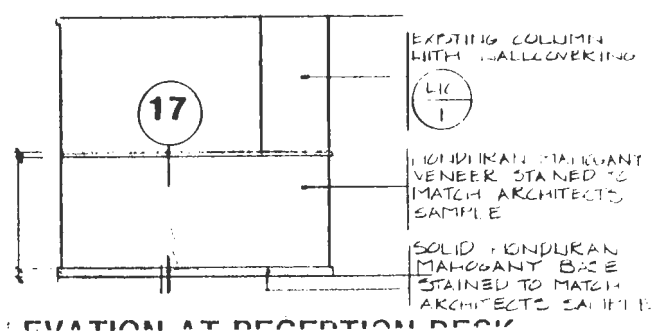
E CABINET
3/4"=1'-0"



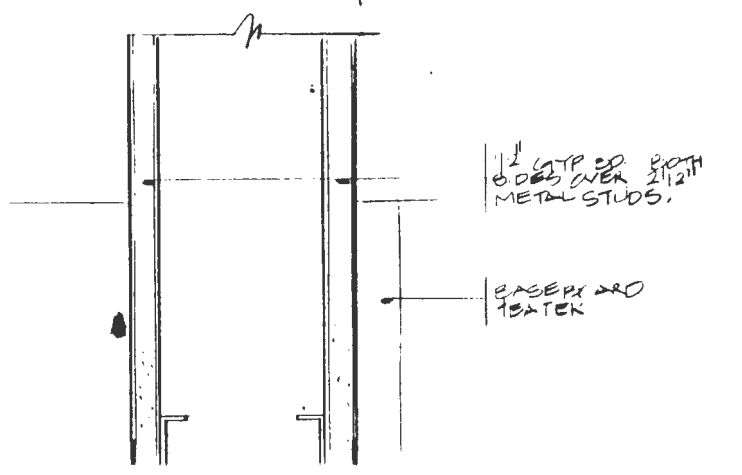
DOOR JAMB
3"=1'-0"

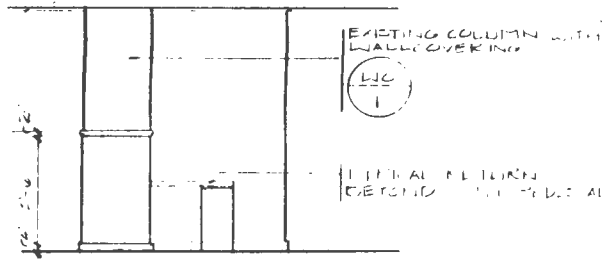


1 TYPICAL INTERSECTION AT COLUMN AND PARTITION
3/4"=1'-0"



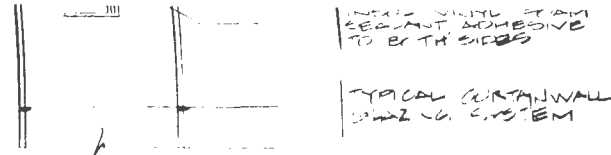
ELEVATION AT RECEPTION DESK





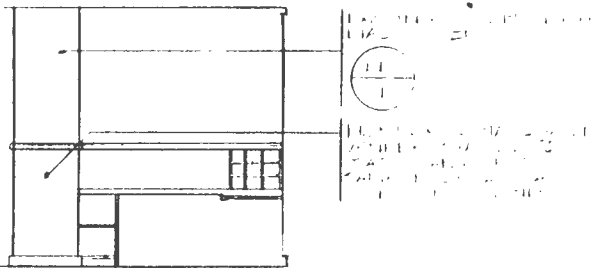
ELEVATION AT RECEPTION DESK

1/4"=1'-0"



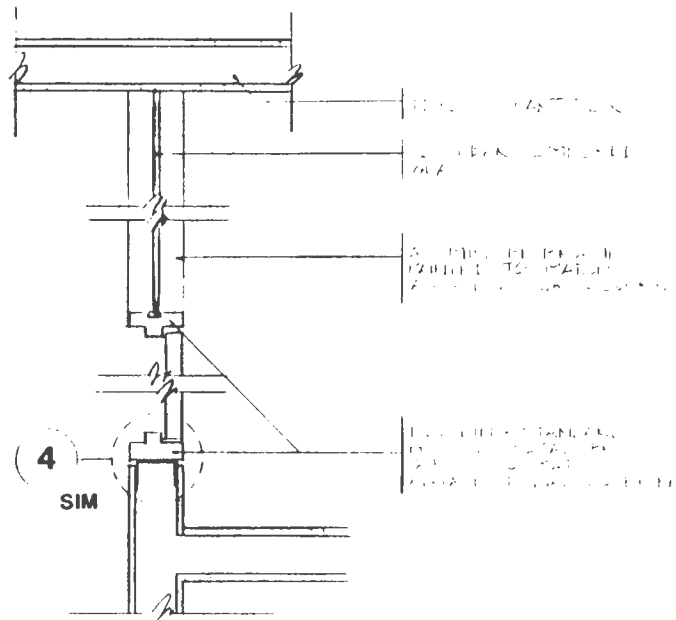
(2) TYPICAL TENANT PARTITION AT WINDOW MULLION

HALF SIZE



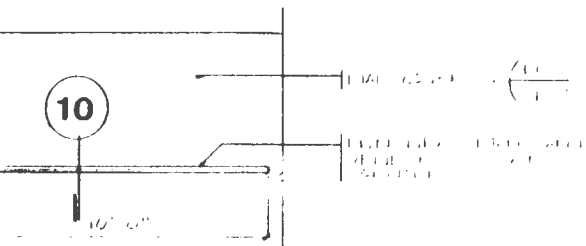
ELEVATION AT RECEPTION DESK

1/4"=1'-0"



(3) PLAN AT GLASS PARTITION

1 1/2"=1'-0"



ELEVATION RECEPTION ROOM NO. 202

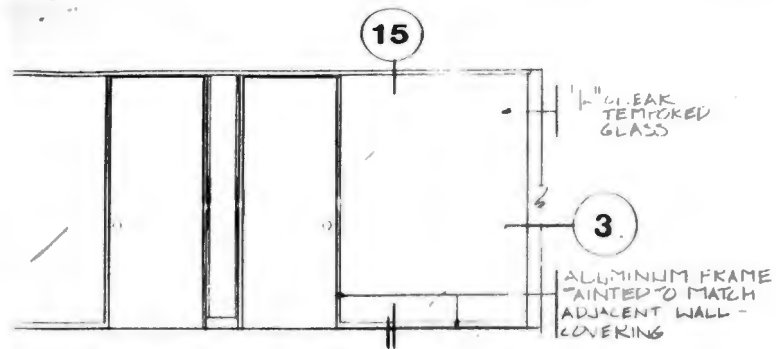
1/4"=1'-0"



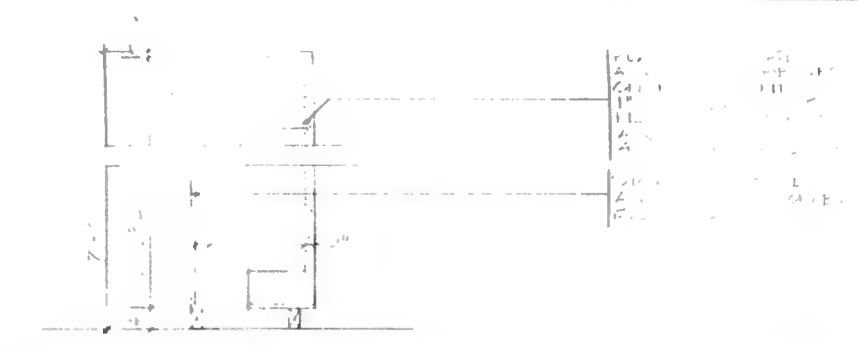
Plan of Room No. 202, showing location of window mullion.

DETAILS & ELEVATIONS

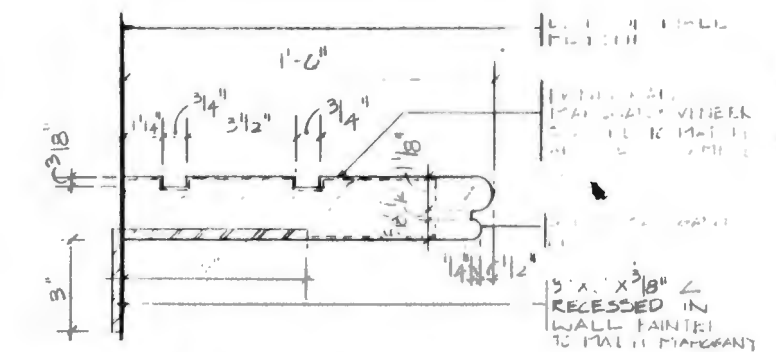
2A-4



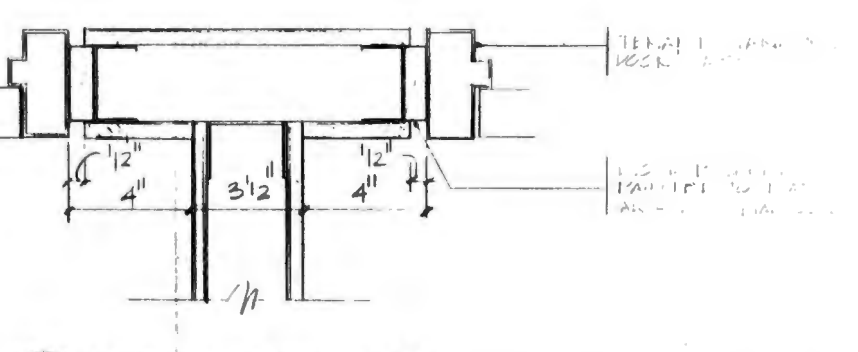
WEST ELEVATION AT ROOM 203 & 204
1/4=1'-0"



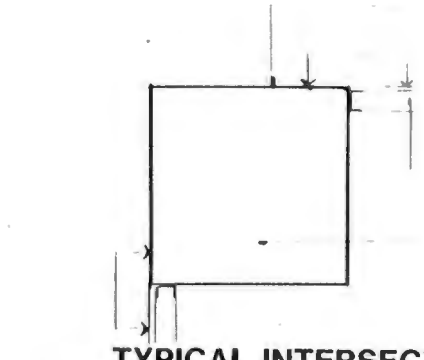
4A STORAGE CABINET
3/4=1'-0"



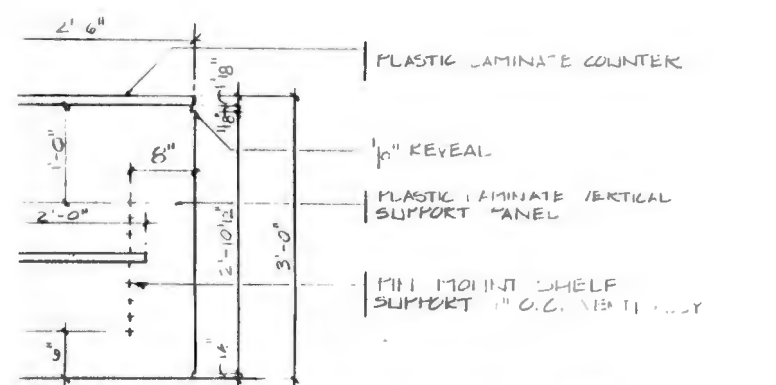
SECTION AT DISPLAY COUNTER
3=1'-0"



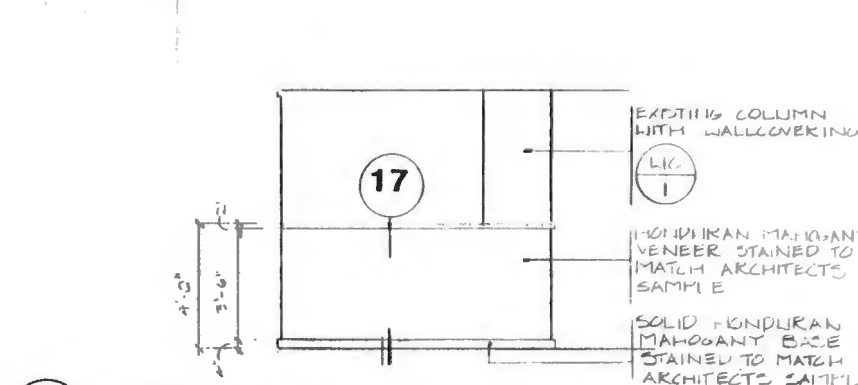
4 TYPICAL DOOR JAMB
3=1'-0"



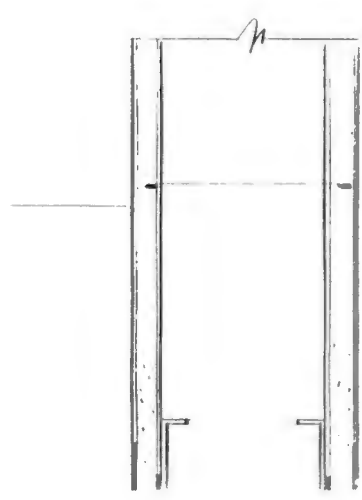
1 TYPICAL INTERSEC AND PARTITION

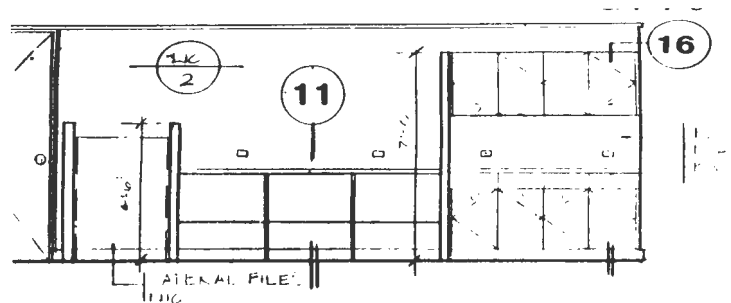


PLASTIC LAMINATE WORK COUNTER

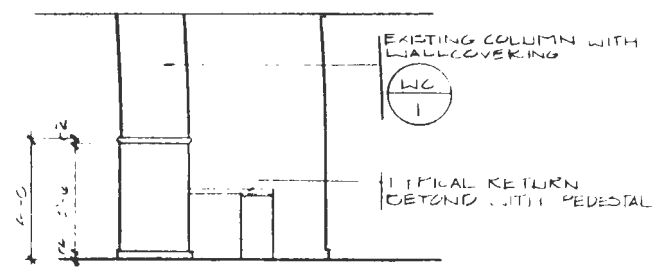


5 WEST ELEVATION AT RECEPTION DESK

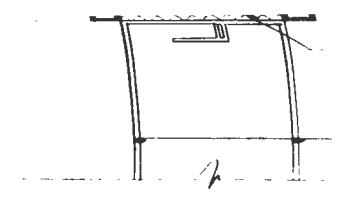




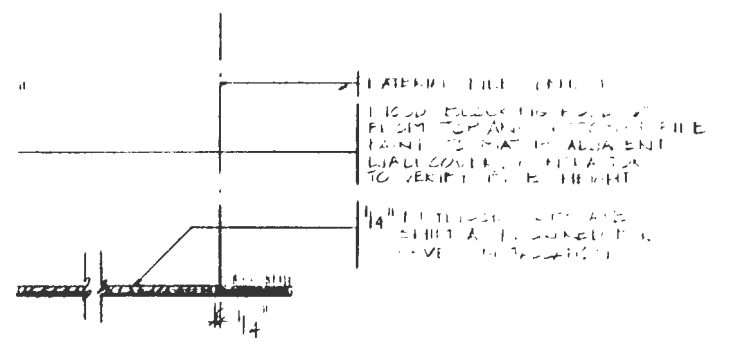
SOUTH ELEVATION AT ROOM 208
1/4"=1'-0"



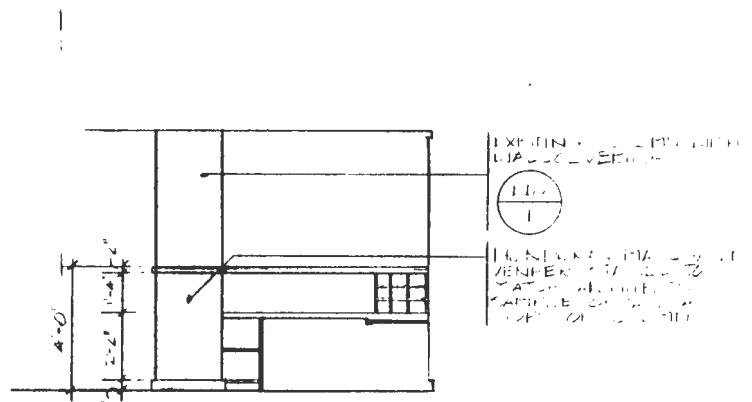
6 NORTH ELEVATION AT RECEPTION DESK
1/4"=1'-0"



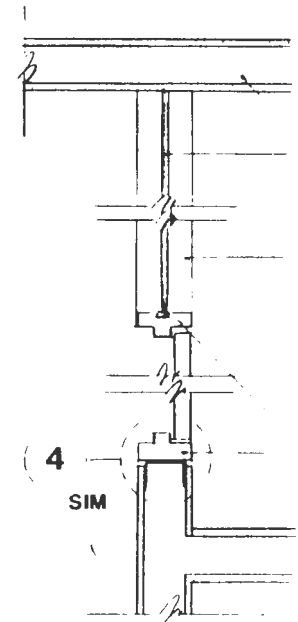
2 TYPICAL TENANT PARTITION AT WINDOW MULLION



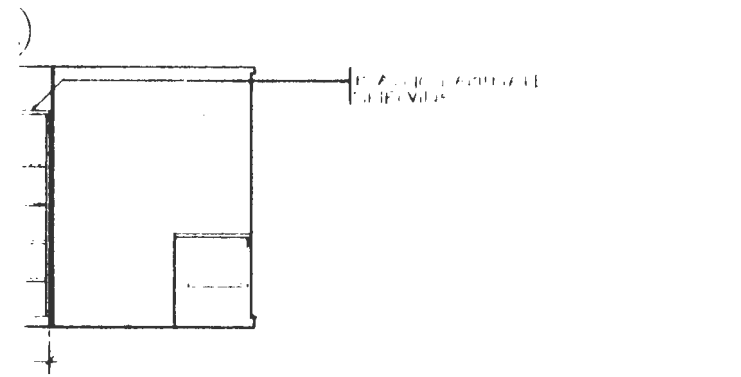
TYPICAL FILE BASE



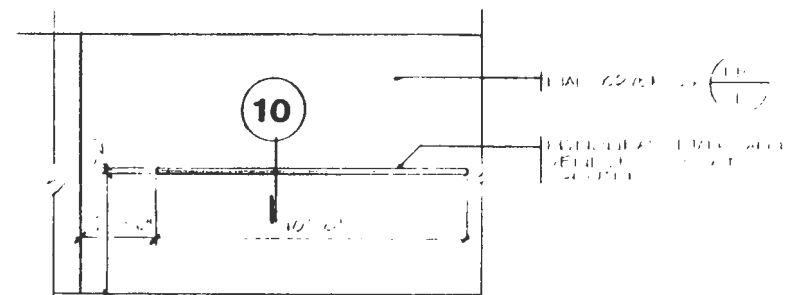
7 EAST ELEVATION AT RECEPTION DESK
1/4"=1'-0"



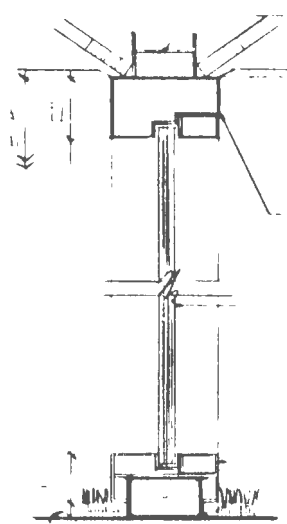
3 PLAN AT GLASS PARTITION



WEST ELEVATION AT ROOM 208
1/4"=1'-0"



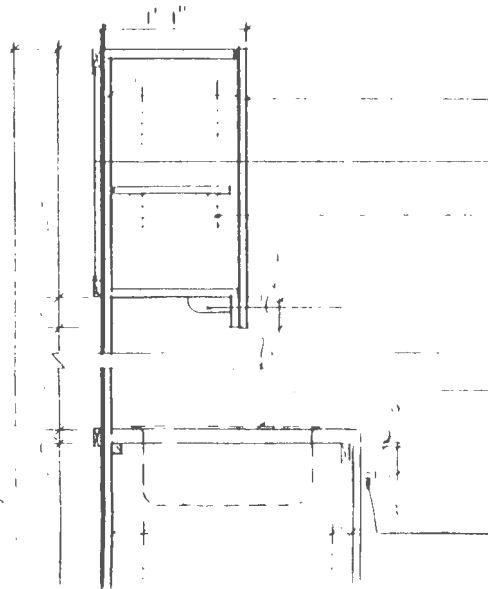
8 SOUTH ELEVATION AT CONFERENCE ROOM NO. 202
1/4"=1'-0"



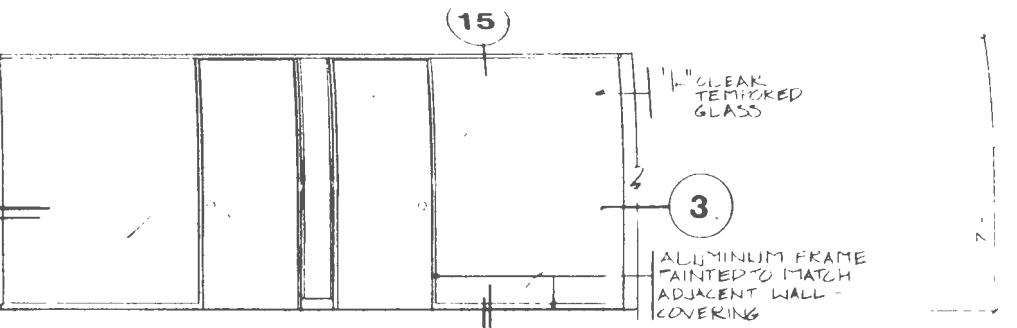
METAL FILLET
 FINISH
 METAL FILLET
 FINISH
 METAL FILLET
 FINISH
 METAL FILLET
 FINISH

15

3'-1'-0"



PLASTIC LAMINATE COUNTER
 REVEAL
 PLASTIC LAMINATE VERTICAL
 SUPPORT PANEL
 METAL FILLET
 FINISH

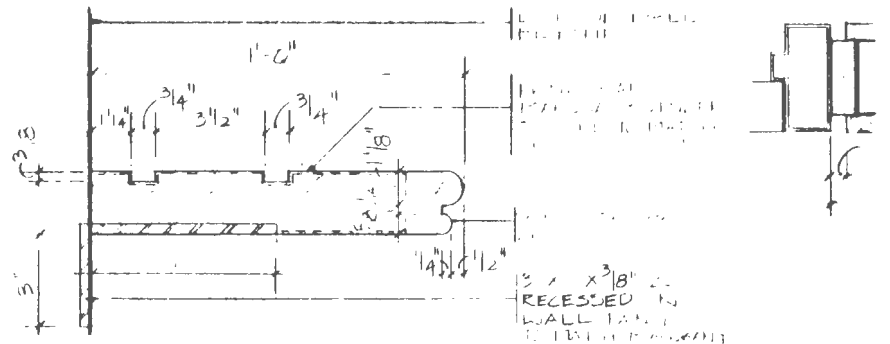


9

WEST ELEVATION AT ROOM 203 & 204

1/4'-1'-0"

4A S

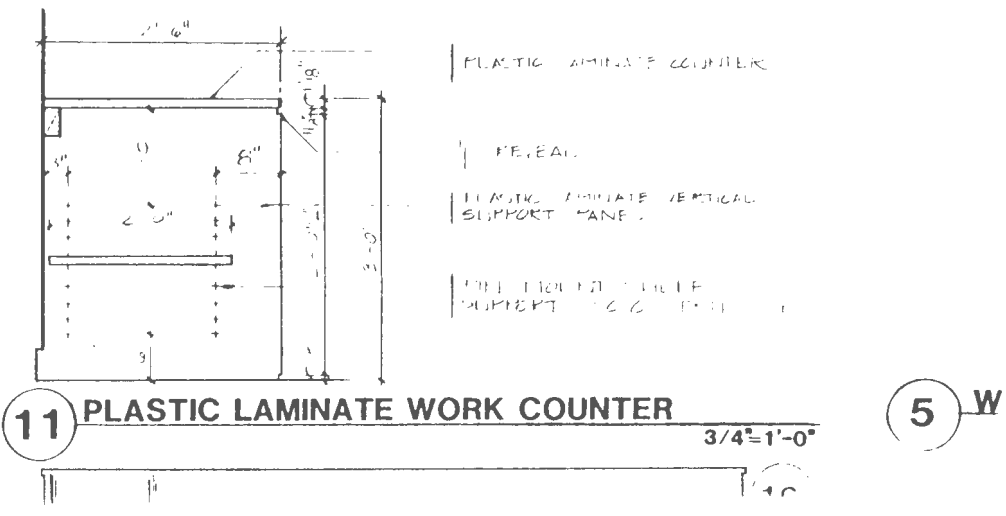


10

SECTION AT DISPLAY COUNTER

3'-1'-0"

4 T

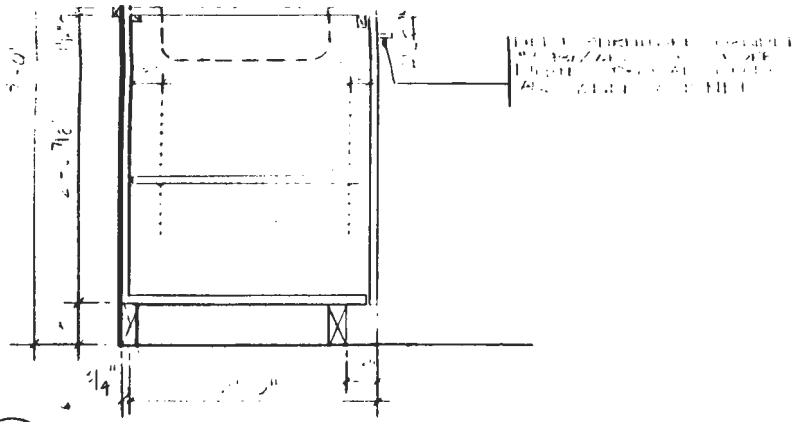


11

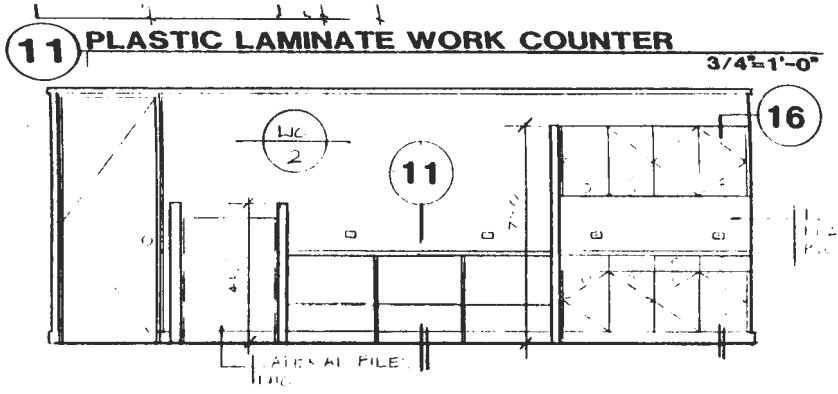
PLASTIC LAMINATE WORK COUNTER

3/4'-1'-0"

5 W



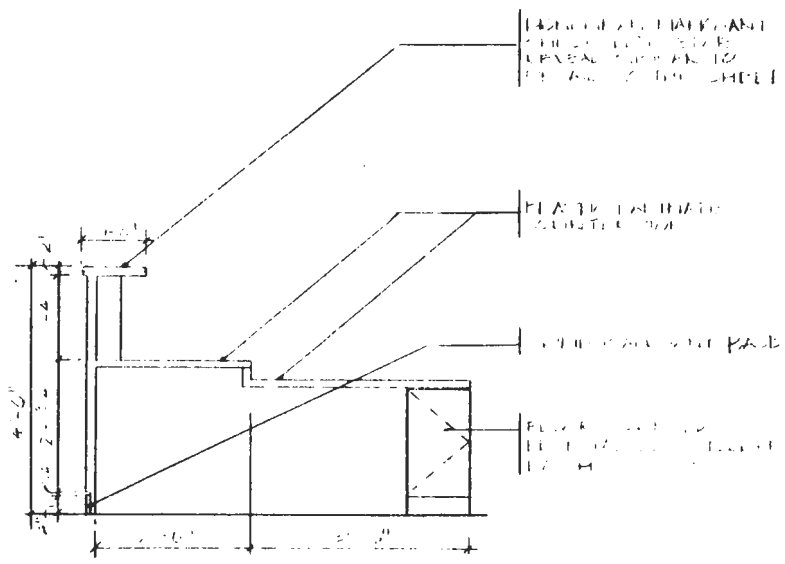
16 SECTION AT PANTRY MILLWORK 1 1/2" = 1'-0"



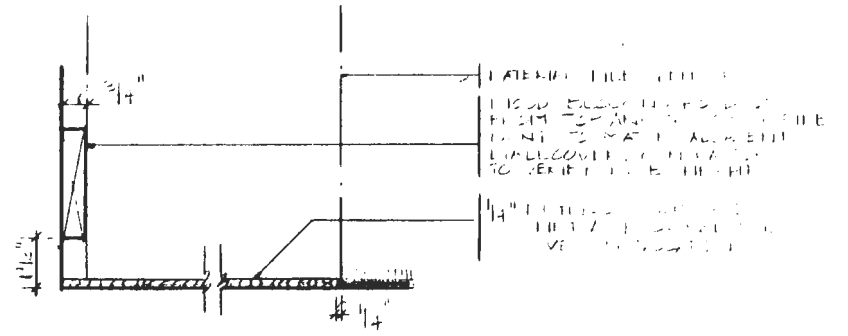
12 SOUTH ELEVATION AT ROOM 208 1/4" = 1'-0"

5 WE

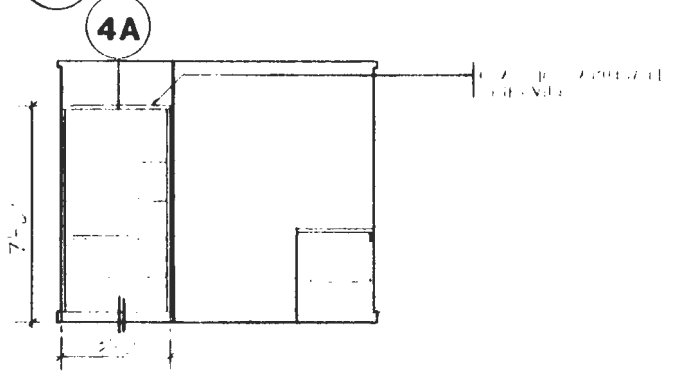
6 NO



17 1/2" = 1'-0"



13 TYPICAL FILE BASE



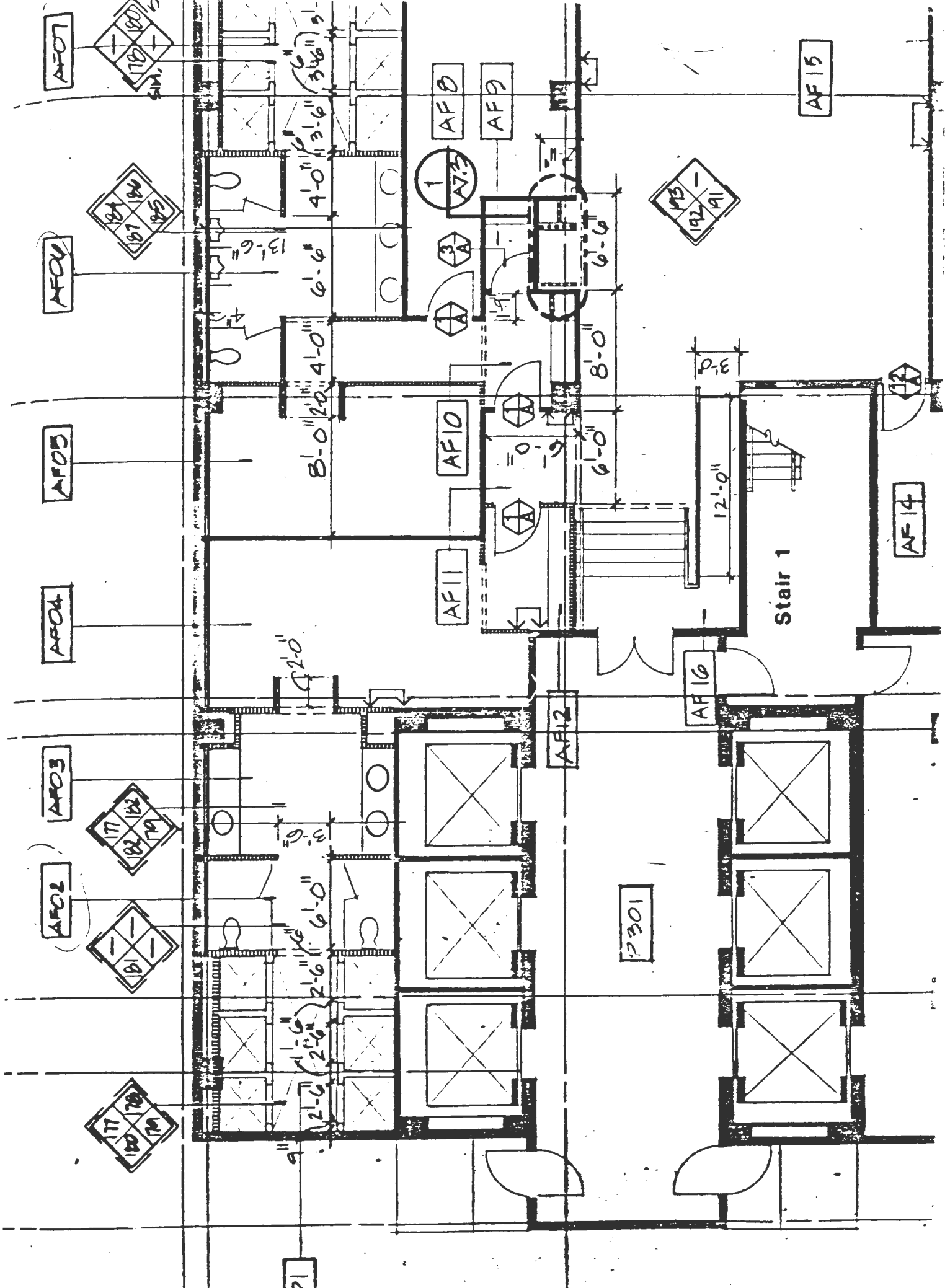
14 EAST ELEVATION AT ROOM 208 1/4" = 1'-0"

7 EAS

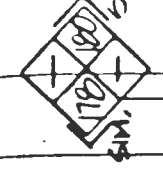
8 SO AT

APPENDIX E

SHAW, PITTMAN, POTTS, & TROWBRIDGE



AF01

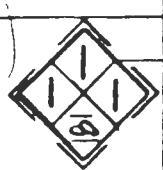


AF02

AF03

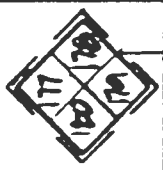
AF04

AF05



AF06

AF07



AF08

AF09



AF10

AF11

AF12

AF13

AF14

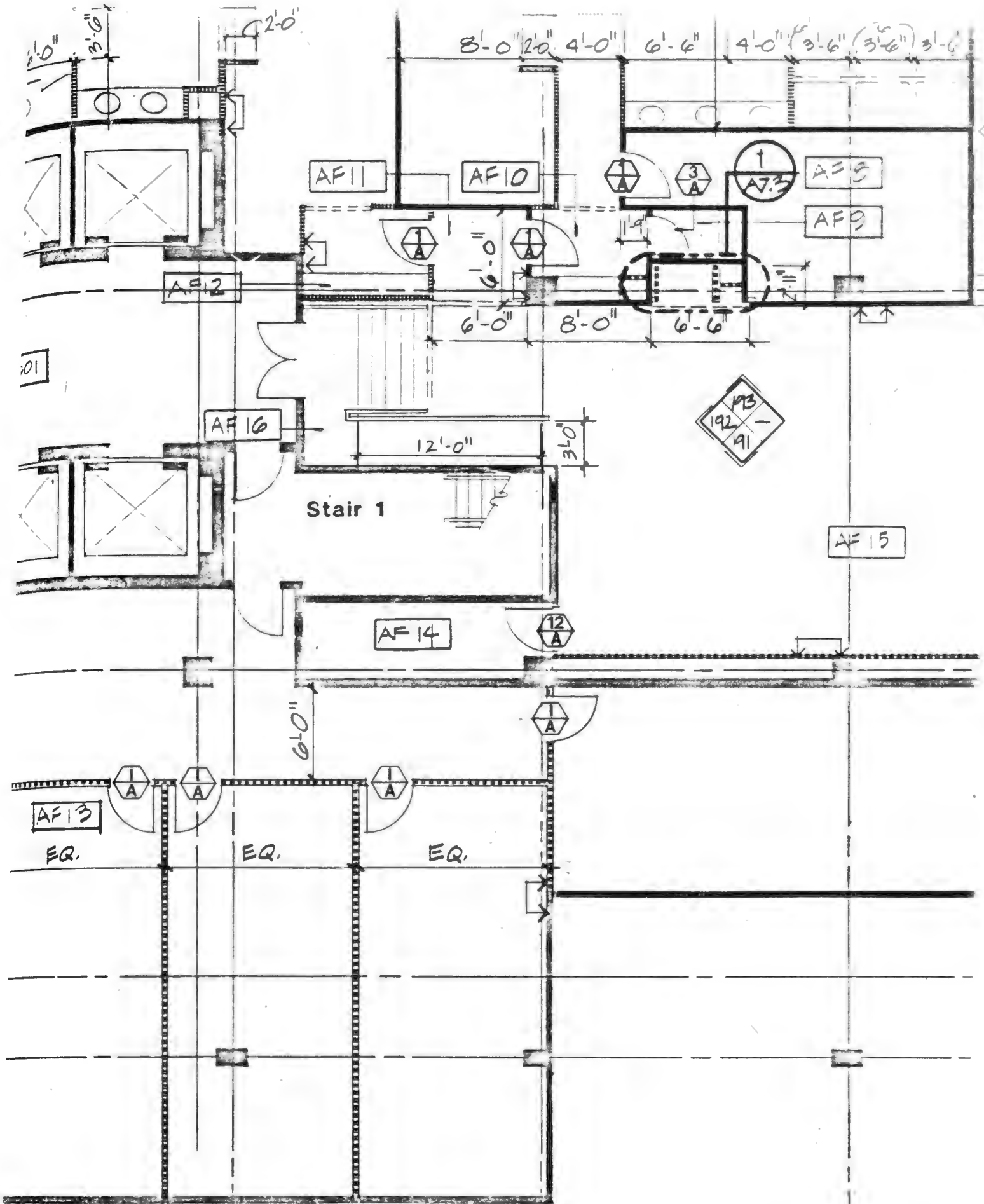
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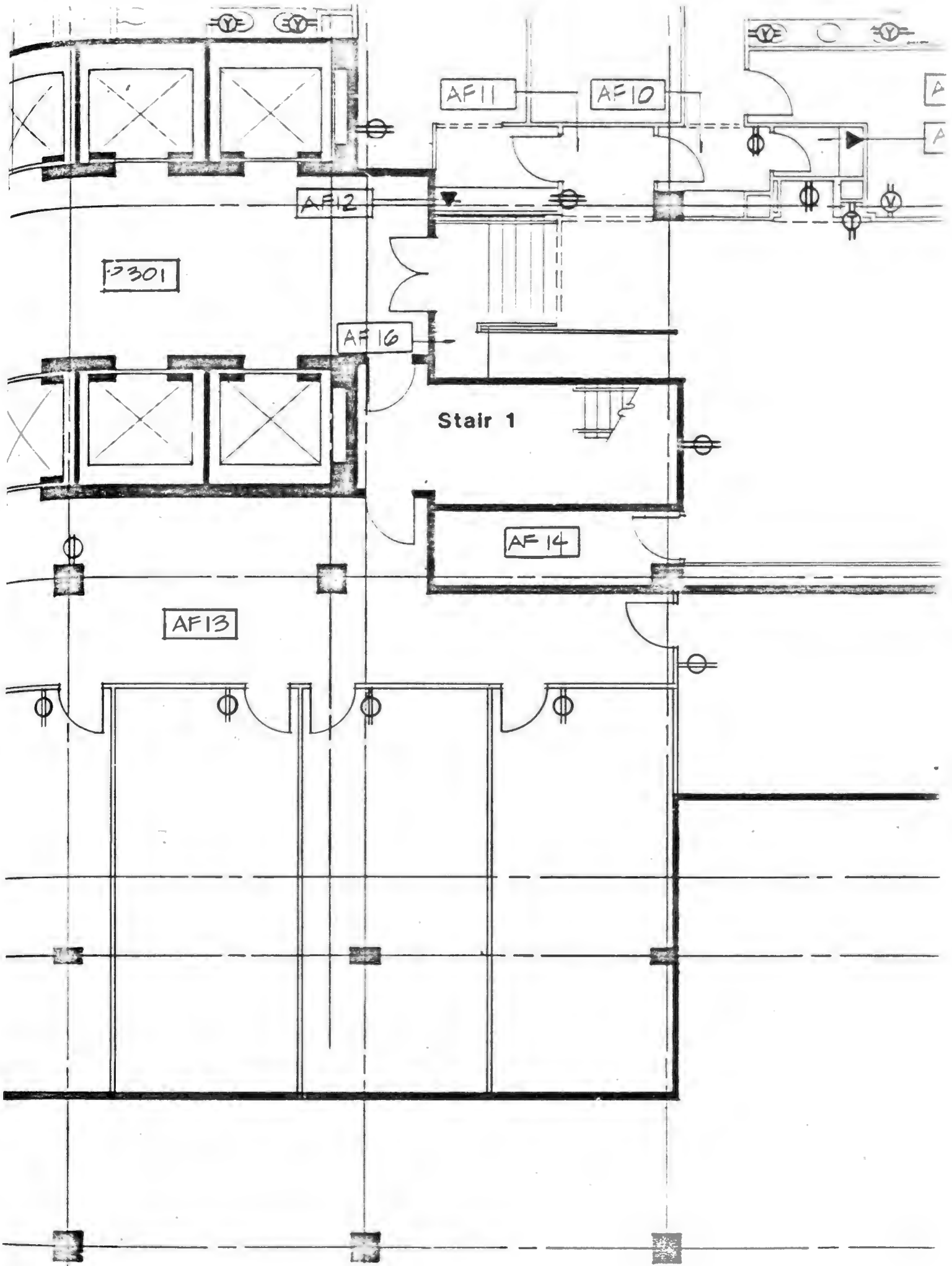


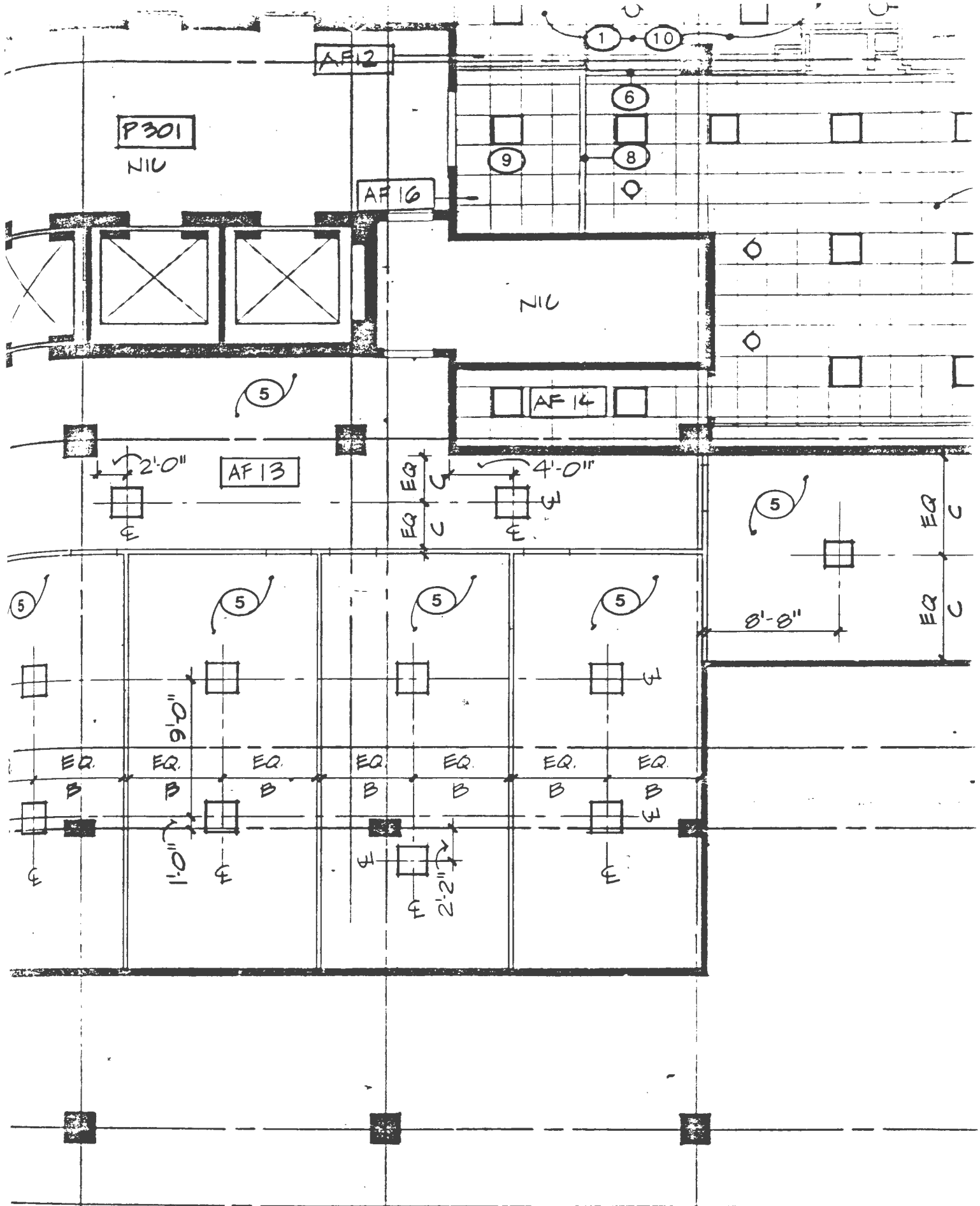
P301

Stair 1

21



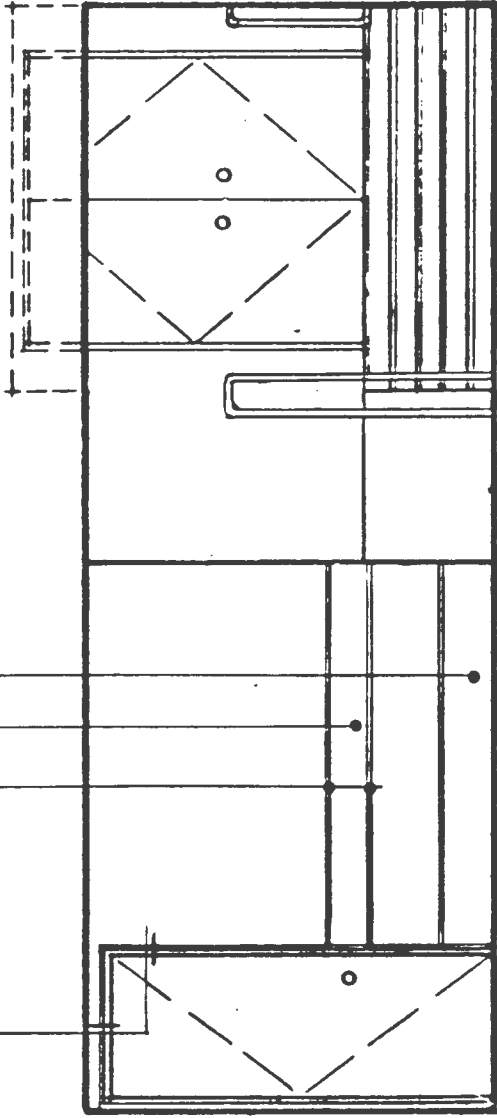




TYPICAL GYP. BD REVEALS
PAINT P-4.
CARPET BASE

20
10-1

EALS
FABRIC F-6.

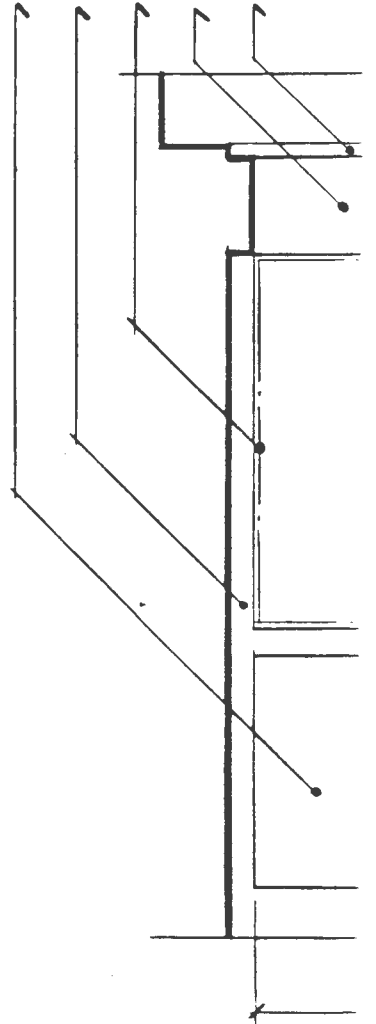


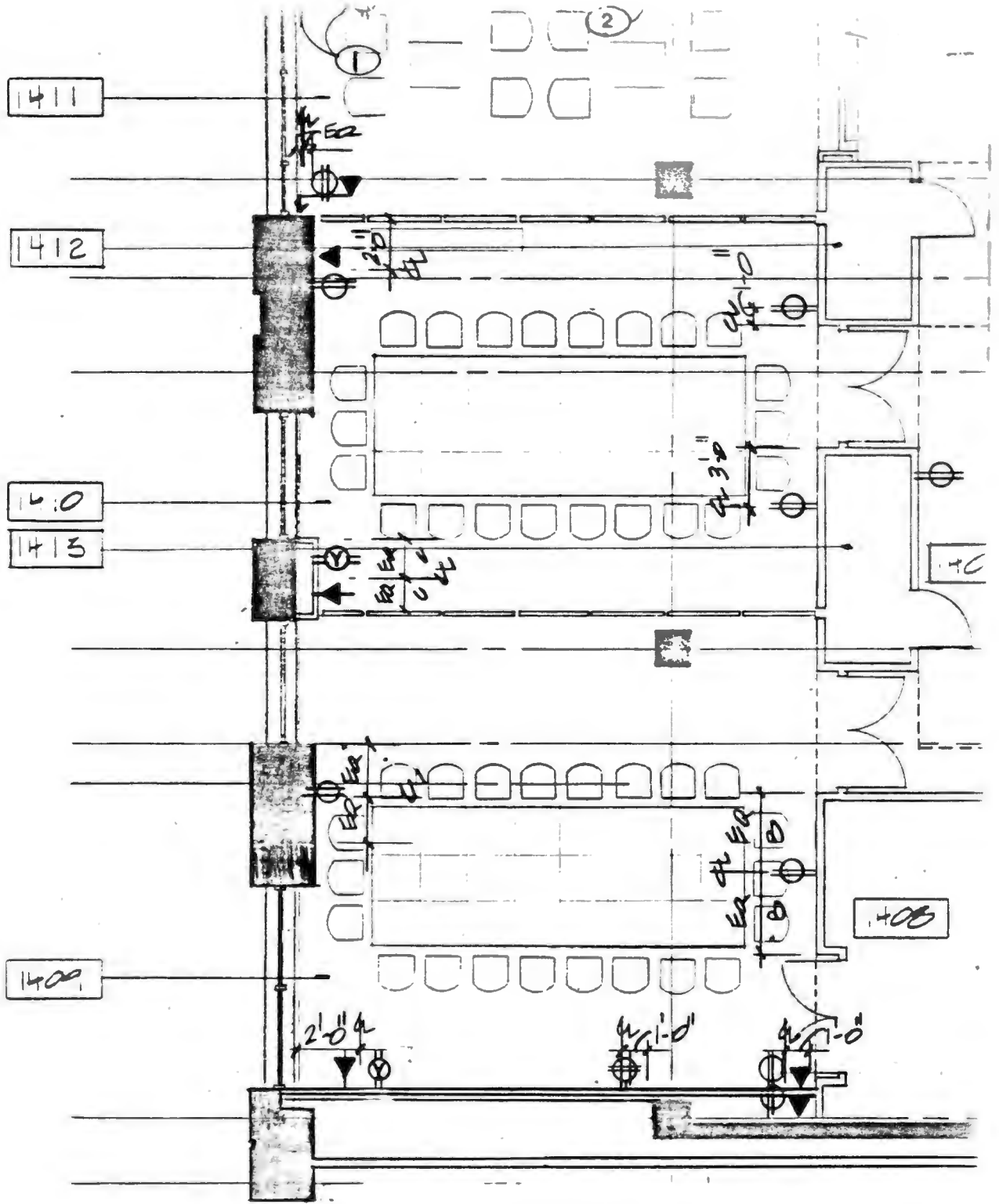
192

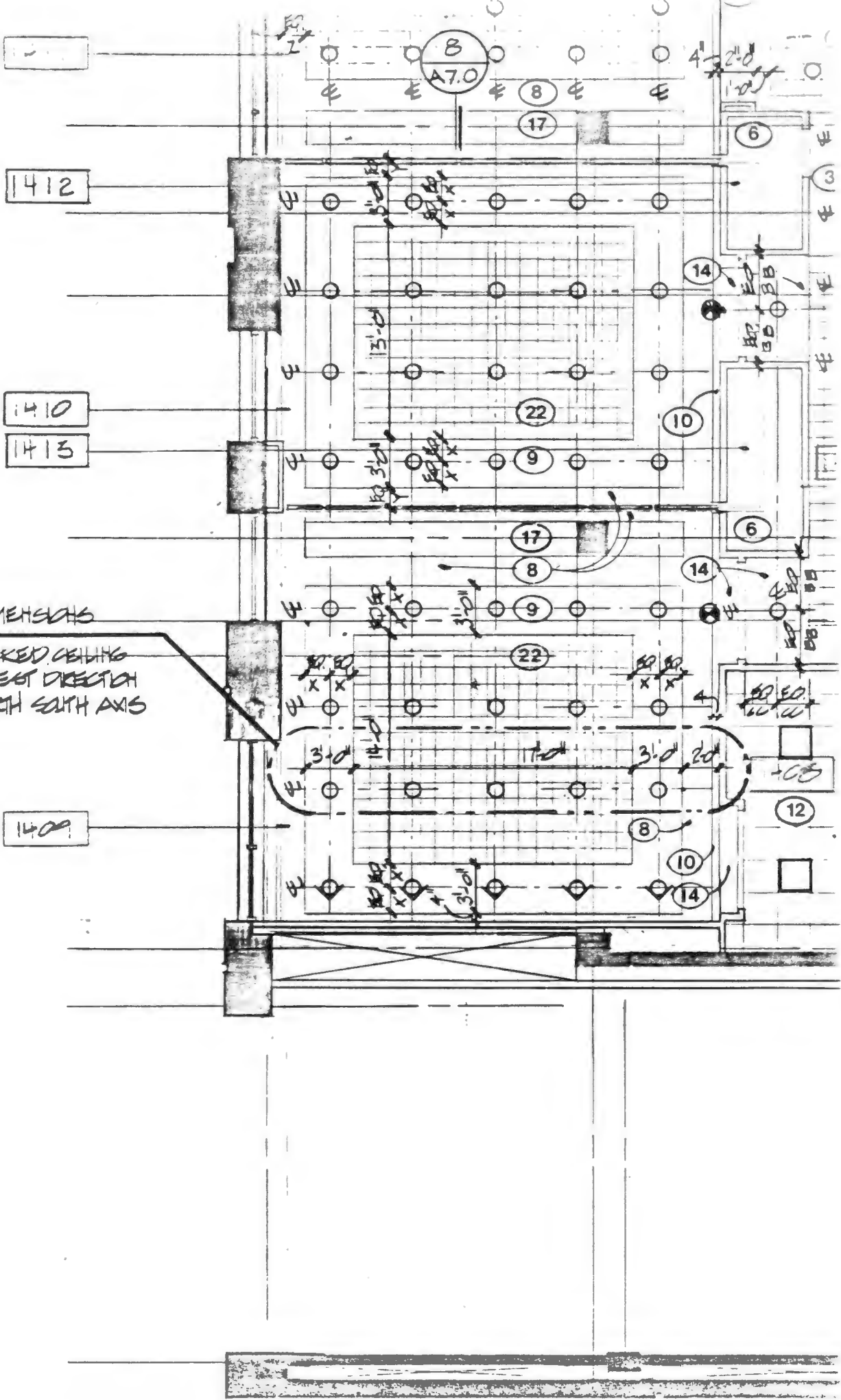
EXERCISE AREA

AF15
WEST

TACK SURFACE FABRIC F-6
PAINT P-1
LINE OF SHELVING (NIC)
PAINT P-2
PAINT P-1



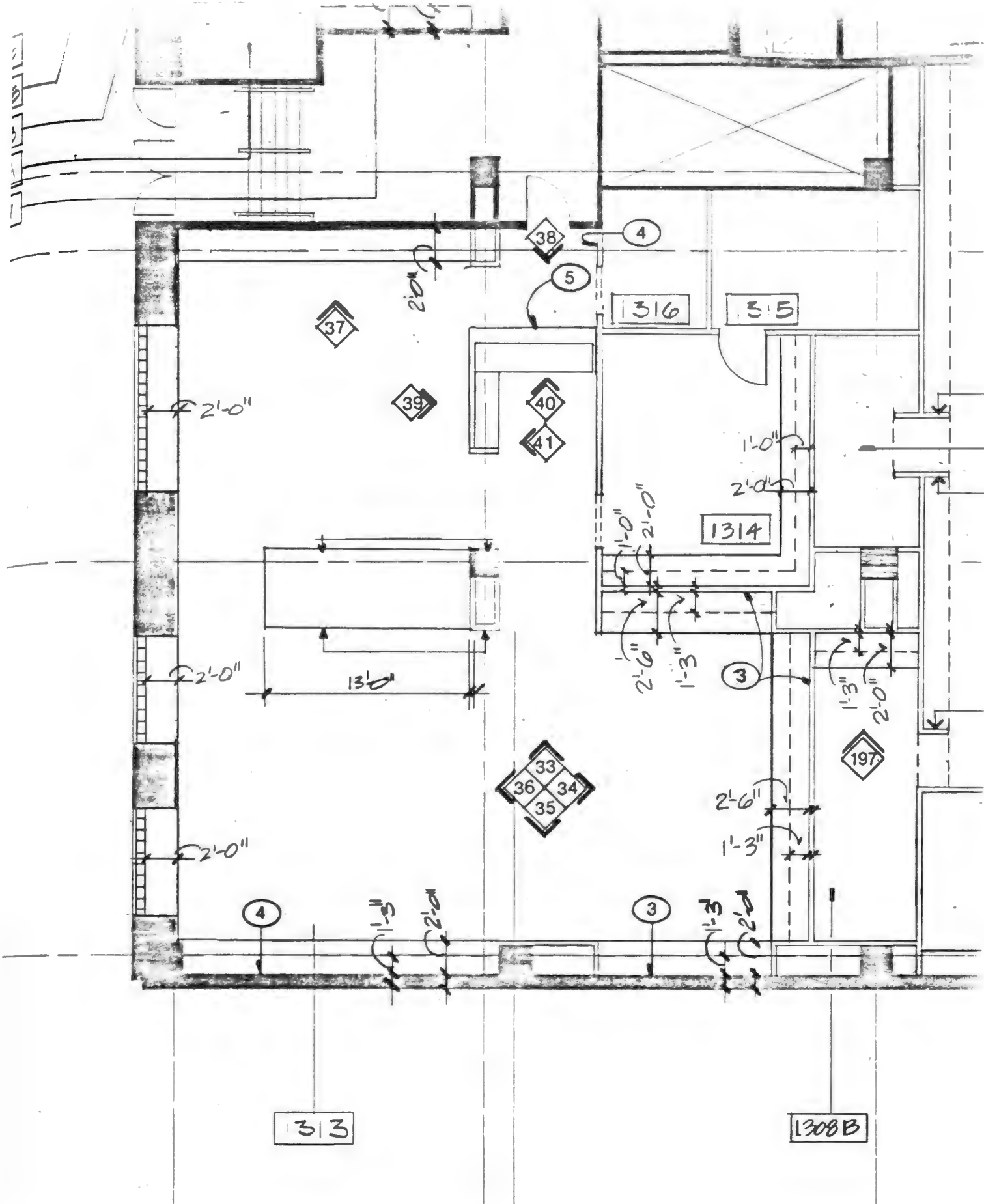


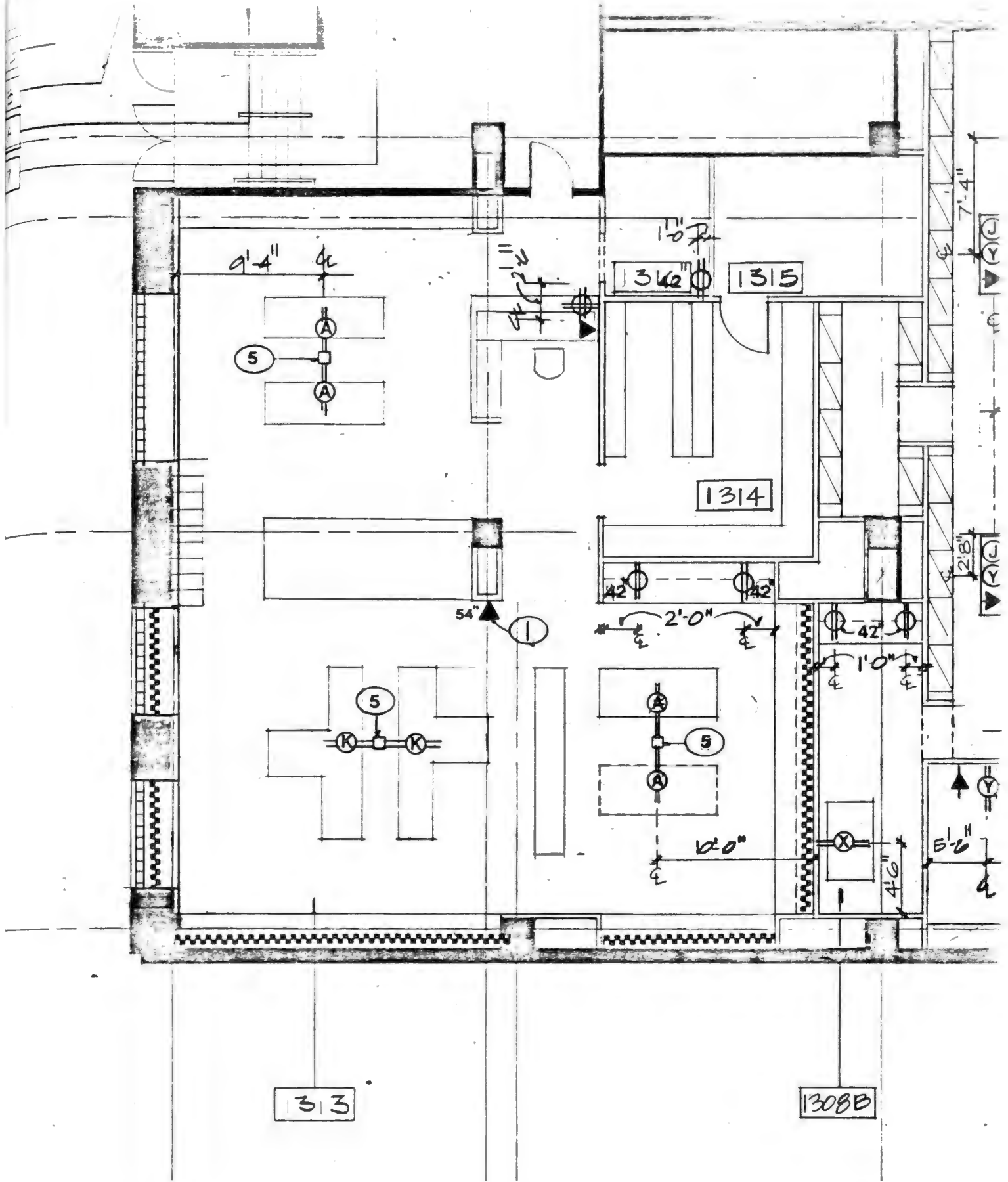


TYPICAL DIMENSIONS

FOR COPPERED CEILING
 IN EAST/WEST DIRECTION
 ALONG NORTH SOUTH AXIS

1400

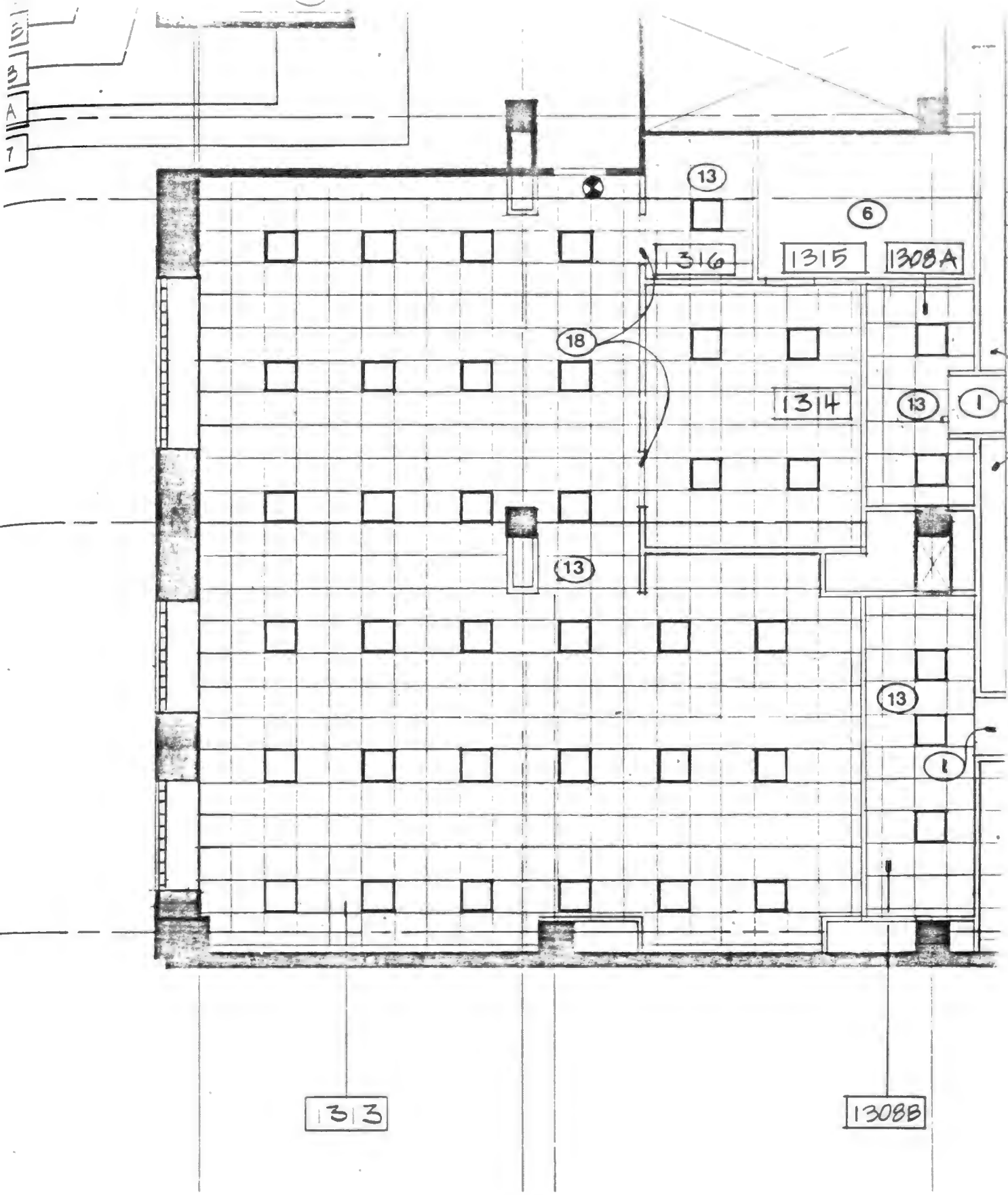




NOTES
OF BOX.

PLAN GENERAL NOTES

11 MULTIPLE OUTLETS SHALL BE GAUGED AND ACCOMMODATED WITH A



NOTES

(REFER TO DETAIL) ALIGN WITH FACE

PLAN GENERAL NOTES

- 11. ALL GYP BOARD SOFFITS AND BULKHEADS TO ALIGN WITH ADJACENT VERTICAL ELEMENTS UNLESS OTHERWISE NOTED.

DUPL

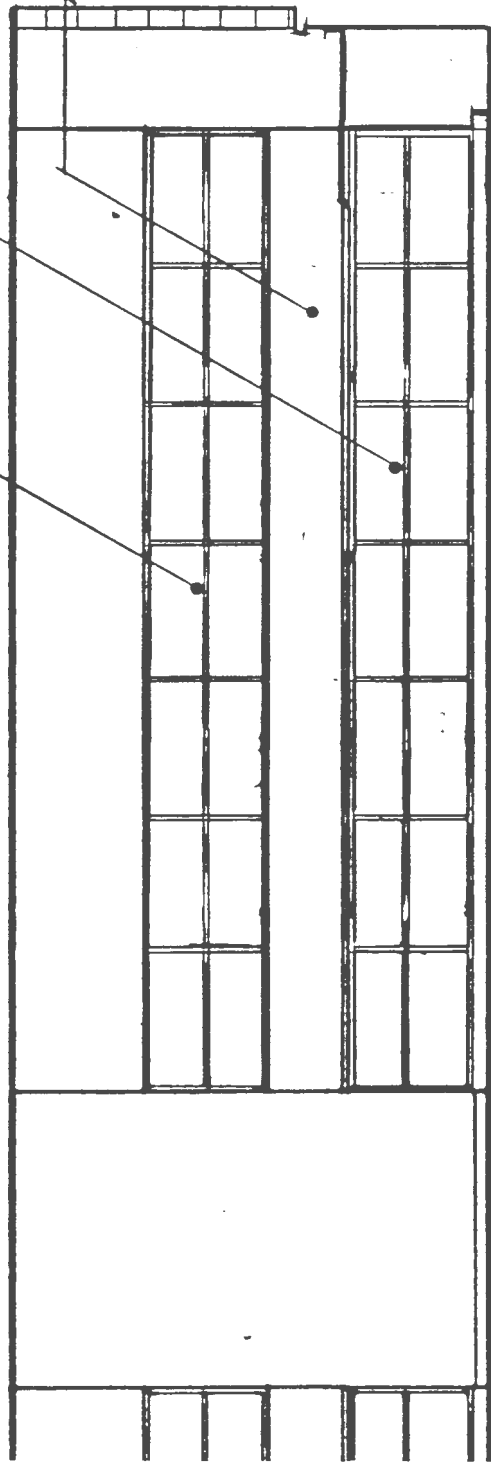
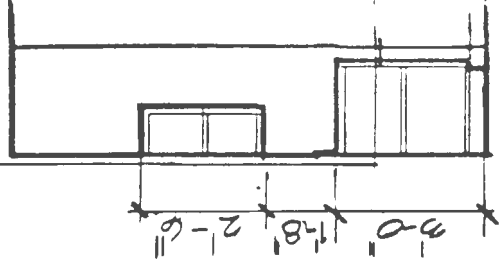
33

FULL HT. BACKSLASH
PL. LAM. PL-3

OVERHEAD OPEN
STORAGE UNIT W/
ADJUSTABLE SHELF

OPEN STORAGE
BASE UNIT W/ADJ.
SHELF

FULL HT. TACK
SURFACE F-6

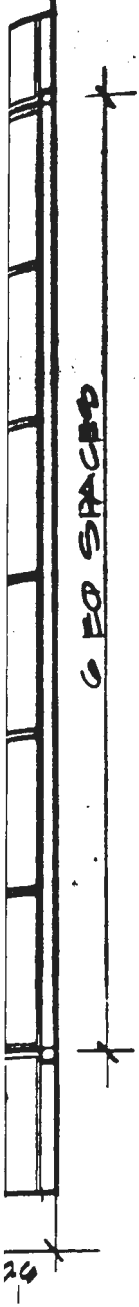


7 EQ SPACES

DUPLIC

36

1315
SOUTH



DUPLICATION

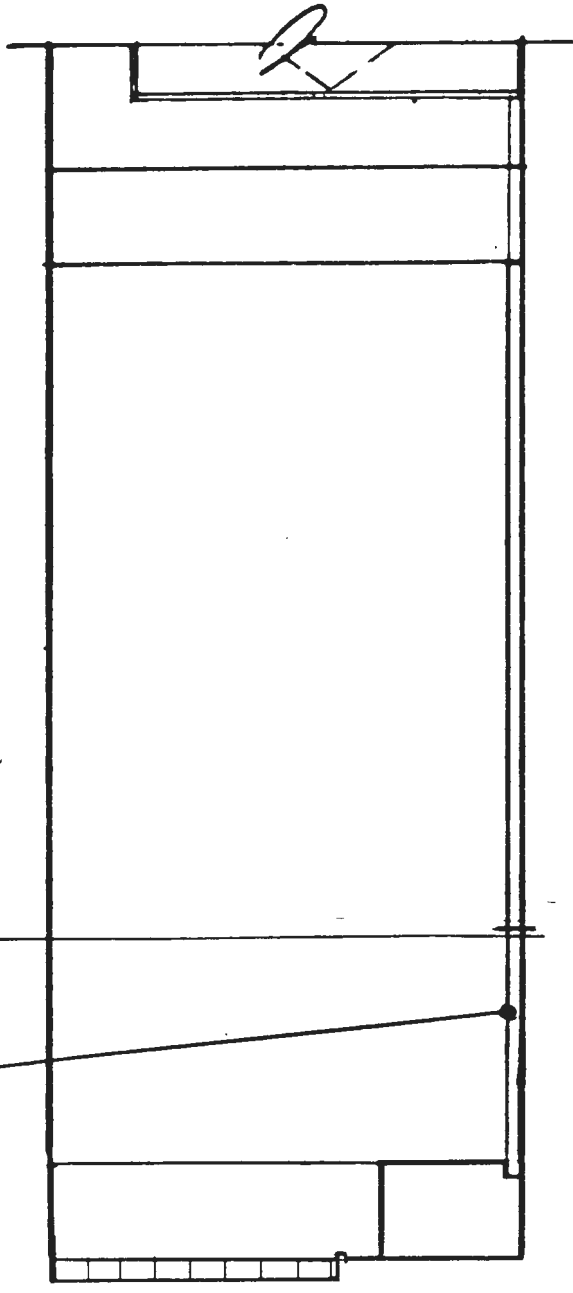
34

1813
EAST

EXISTING GLASS
BLOCK WINDOW WALL

PLATFORM EDGE

12
A7.2



DUPLICATION

37

1813
EAST

1813
EAST

13

GYP SUM BOARD SOFFIT at SERVERY

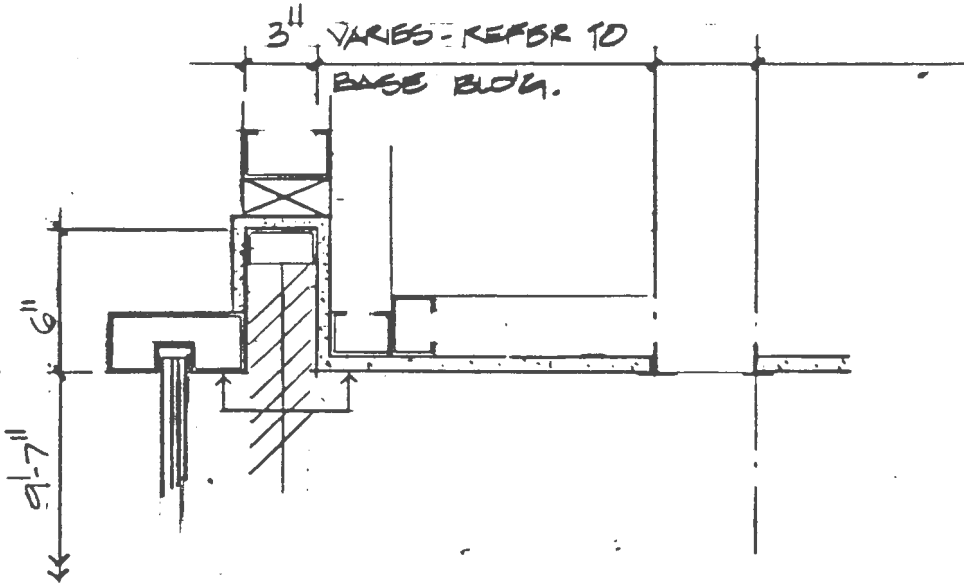
1" = 10"

REFER
O.D.R.
NER. B.D.
MEN

COND.

REFE
OJACENT.

VALU



ING ROOM

1" = 10"

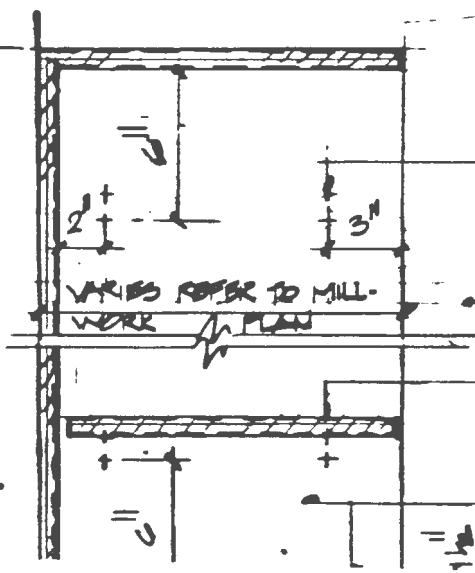
14

DRAPERY POCKET at LIBRARY

BLUE
BLACK
WHITE

BLUE

REFER TO ELEVATIONS



ADJUSTABLE SHELF SUPPORT
1" O.C. VERTICALLY

ADJUSTABLE SHELF WARE
OCCURS

PLASTIC LAM. FINISH.
REFER TO MILLWORK PLAN

FAYNE COUNTY DISTRICT
JUDGES' CHAMBERS

By

Laura Keilers

with

Gilliam Design Associates
Stillwater, Oklahoma

Submitted to the Faculty of the
Graduate College of the
Oklahoma State University
in partial fulfillment of
the requirement for
the Degree of
MASTER OF SCIENCE
May, 1986

TABLE OF CONTENTS

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Problem Statement.	1
Drawings	3
Finish Schedule.	11
Specifications	13
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TABLE OF DRAWINGS

Isometric I Judge's Chambers Original Courthouse	3
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Floor Plan I Judge's Chambers Original Courthouse	5
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Wallcovering Plan I	7
Wallcovering Plan II	8
Carpet Plan I	9
Carpet Plan II	10

PROBLEM STATEMENT

The suite of offices of the Payne County District Judge includes a reception-secretary-baliff area, a jury room, an office for the court reporter, and the office of the District Judge. Originally, a witness room was included in the suite. This space, at present, is functioning as overflow space for the office of the Court Clerk. A crowding problem is caused in this area by combining the secretary, baliff, and reception area in the same space.

During the renovation of the Courthouse in 1966, the suite was modernized with new fluorescent lighting, new restroom facilities, and new finishes and fixtures. The light level is adequate with the exception of the reception-secretary area. This inner office is totally dependent on artificial light which is insufficient for the area to function efficiently.

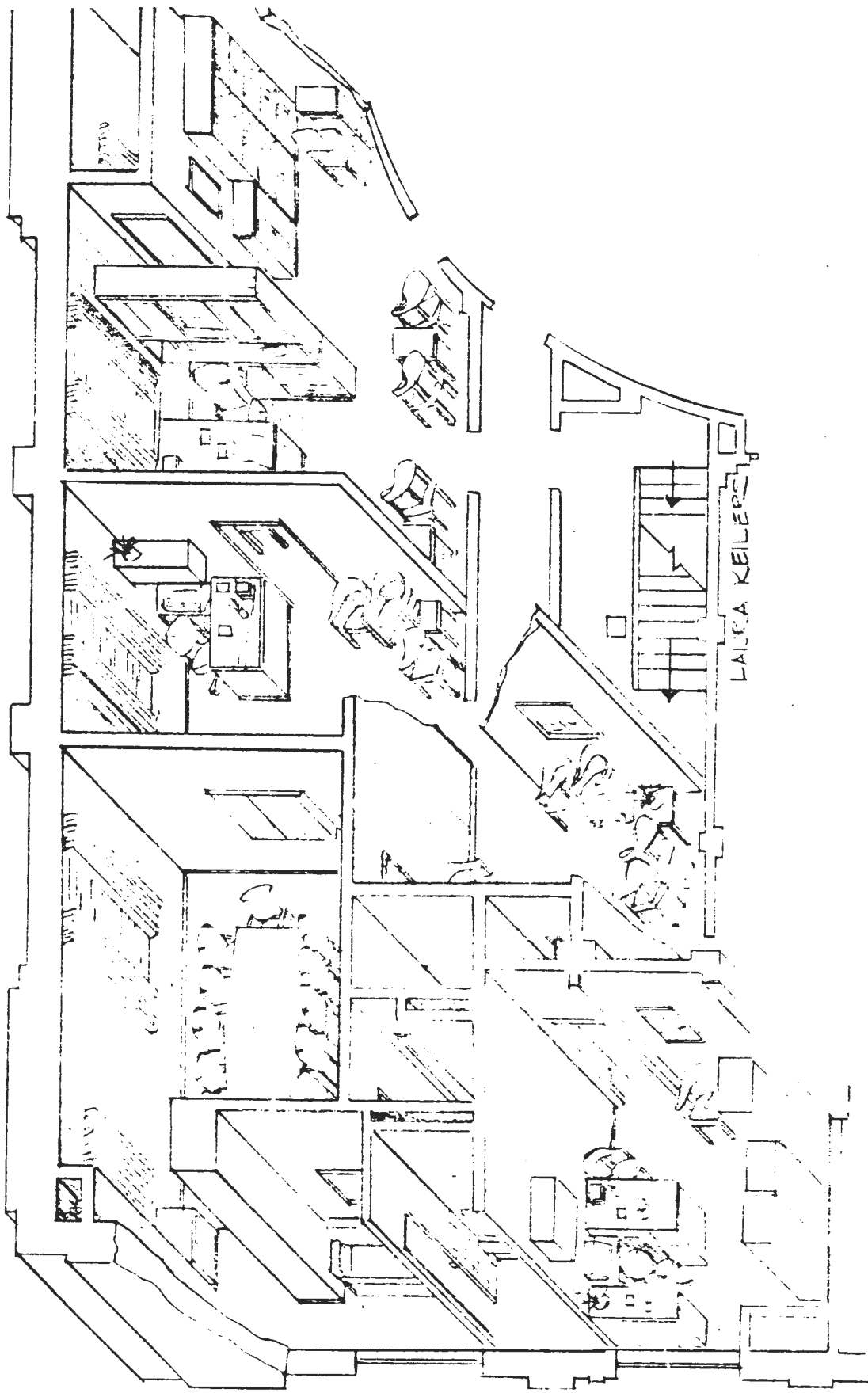
Another problem is the result of reorganization of the offices as needs for space have changed. The requirement for more desk space, filing, and storage has created congestion in individual offices.

The new wing of the Courthouse contains the suites of offices for the Associate District Judge and the Special District Judge. The major concern for these areas is the deteriorating finishes.

The Courtroom of the Special District Judge has been repainted many times in recent years to maintain good appearance. A more durable finish is needed to promote better maintenance.

During court proceedings in the Courtroom of the Associate District Judge the function of the court reporter includes receiving exhibits. The limited display space results in crowding of the worksurface.

Changes are recommended to promote a more functional and more aesthetically pleasing environment for working personnel, as well as for the public who use the facilities. These changes are reflected in the plans and specifications that follow.



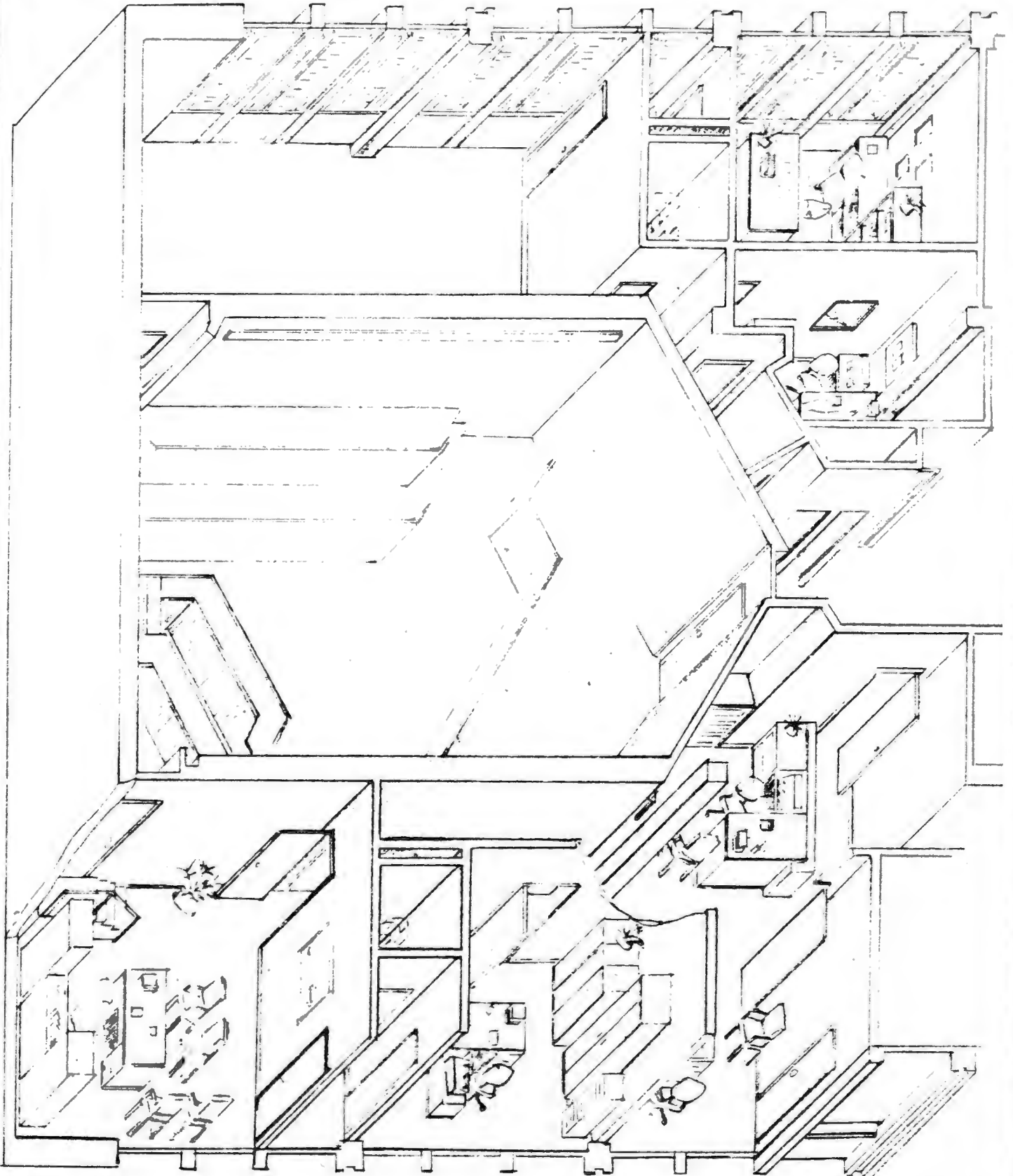
GILLIAM DESIGN ASSOCIATES
interiors and space planning

502 South Duck/Silkwater Oklahoma 74074 (405) 624-8810
200 N W 68th Suite 635/Oklahoma City, Oklahoma 73116
(405) 848-1324

PAYNE COUNTY
DISTRICT JUDGES' CHAMBERS

DATE	DRAWN BY	SCALE	REVISED	TITLE	SHEET NO. _ OF _
A/86	LK	1/8" = 1'-0"		ISOMETRIC	

ISSUES



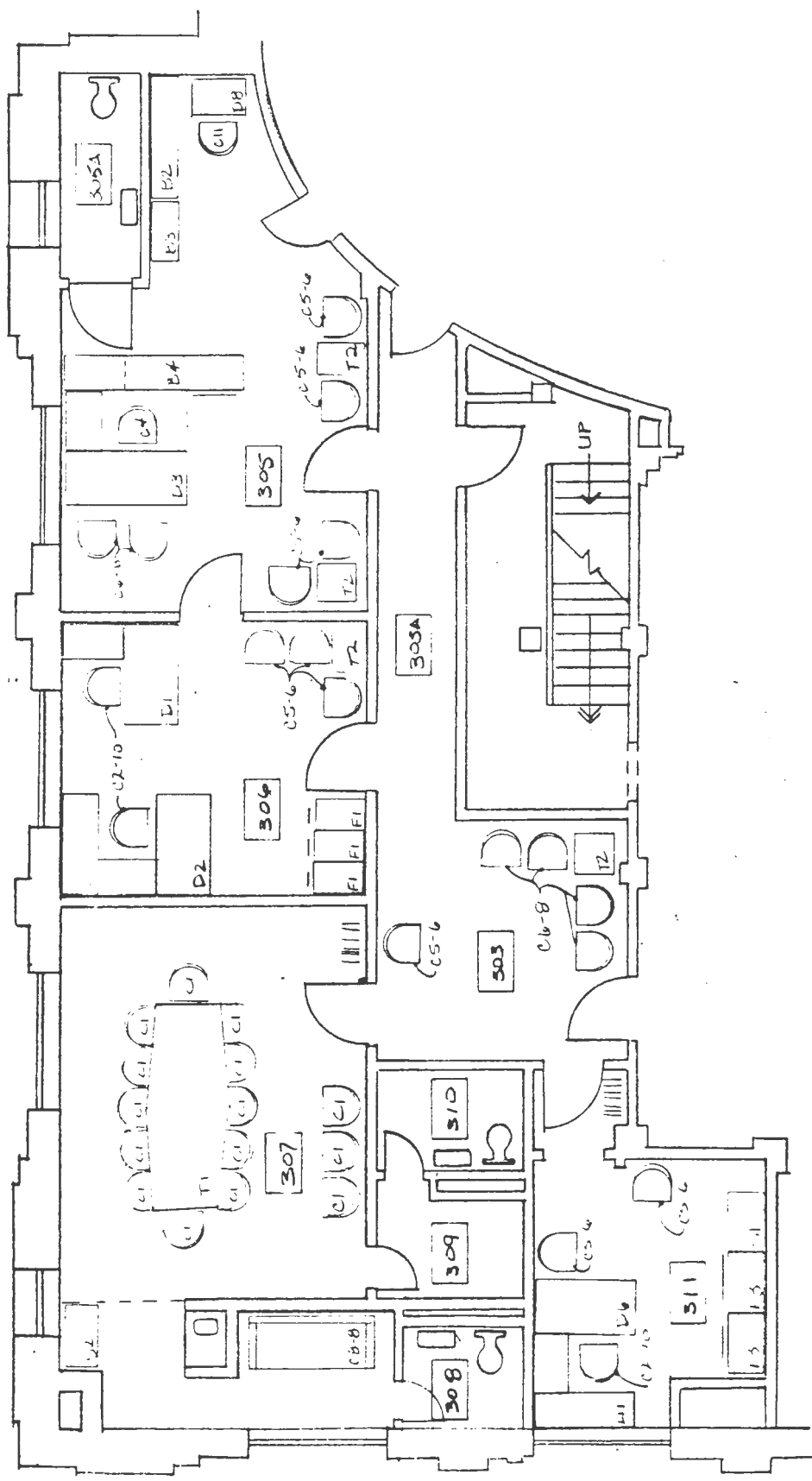
GILLIAM DESIGN ASSOCIATES
 interior and space planning

302 South Durst/Saltwater, Oklahoma 74074/(405) 624-0810
 220 N.W. 68th/Suite 835 Oklahoma City, Oklahoma 73116/
 (405) 945-1354

PAYNE COUNTY
 DISTRICT JUDGES' CHAMBERS

ISSUES

DATE	DRAWN BY	SCALE	REVISED	TITLE	SHEET NO. — OF —
4/86	LK	1/8" = 1'-0"		ISOMETRIC II	



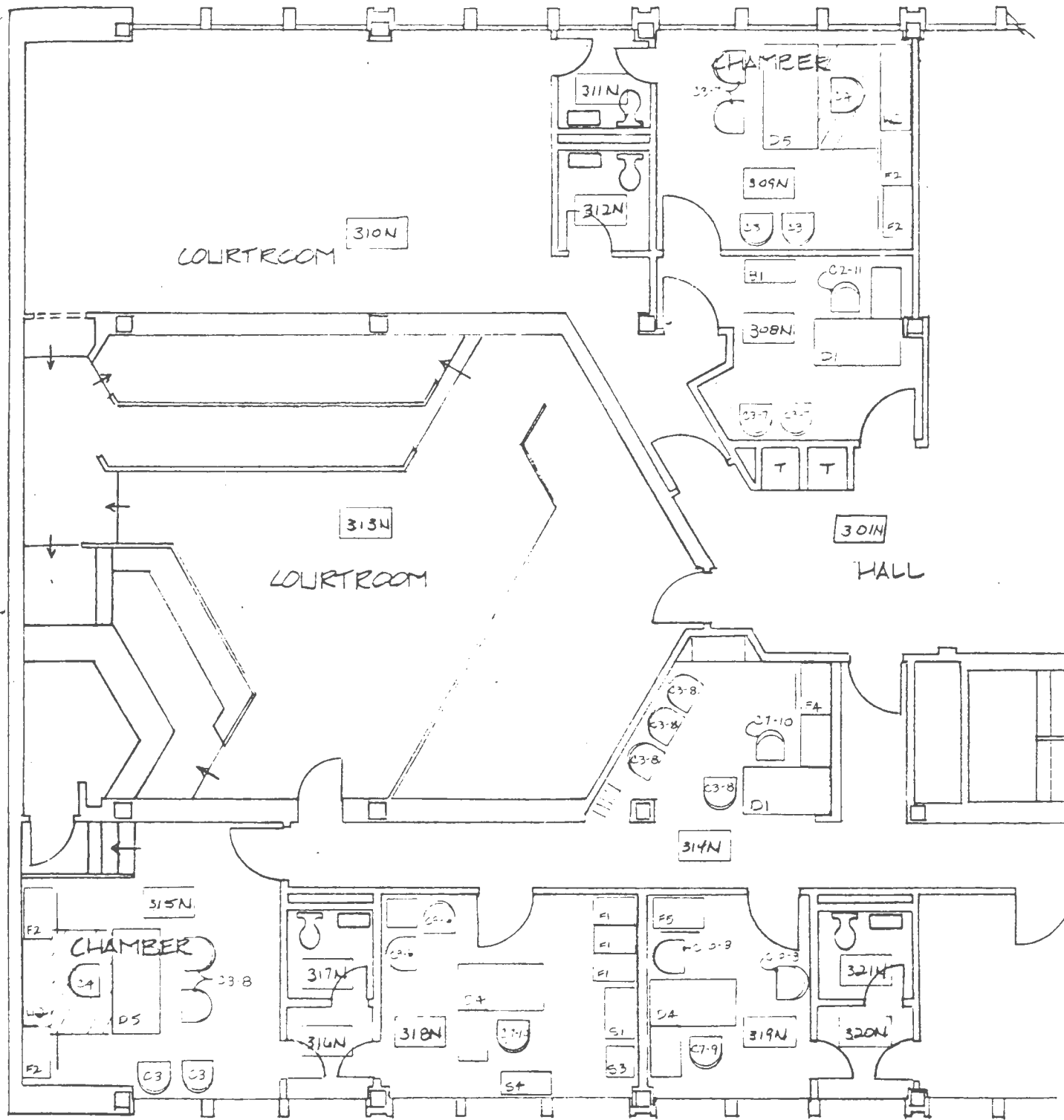
PAYNE COUNTY
DISTRICT JUDGES' CHAMBERS

ISSUES

GILLIAM DESIGN ASSOCIATES
Interiors and Space Planning

532 South Duck/Saltwater, Oklahoma 74074 (405) 694-8810
200 N.W. 88th Suite 105-Claremore, City, Oklahoma 73119
(405) 848-1324

DATE	DRAWN BY	SCALE	REVISED	TITLE	SHEET NO. OF
A/86	LK	1/8" = 1'-0"		FLOOR PLAN I	1 OF 1



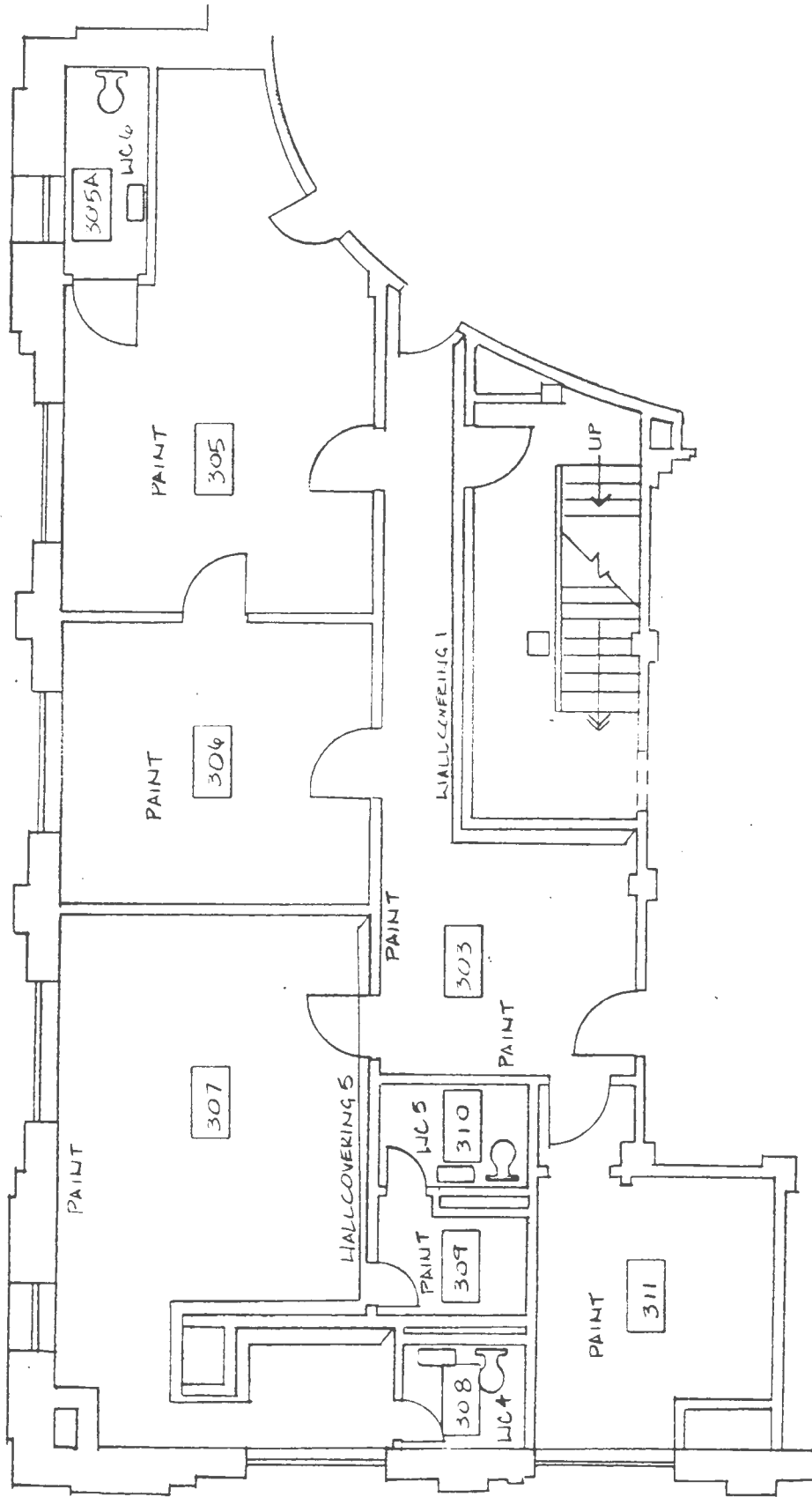
GILLIAM DESIGN ASSOCIATES
Interiors and Space Planning

302 South Duck Street, Oklahoma 74074-4051 924-9810
 200 N.W. 68th Suite 205-Oklahoma City, Oklahoma 73116
 (405) 848-1324

**PAYNE COUNTY
 DISTRICT JUDGES' CHAMBERS**

ISSUES

DATE	DRAWN BY	SCALE	REVISED	TITLE	SHEET NO. _ OF _
4/86	LK	1/8" = 1'-0"		FLOOR PLAN II	

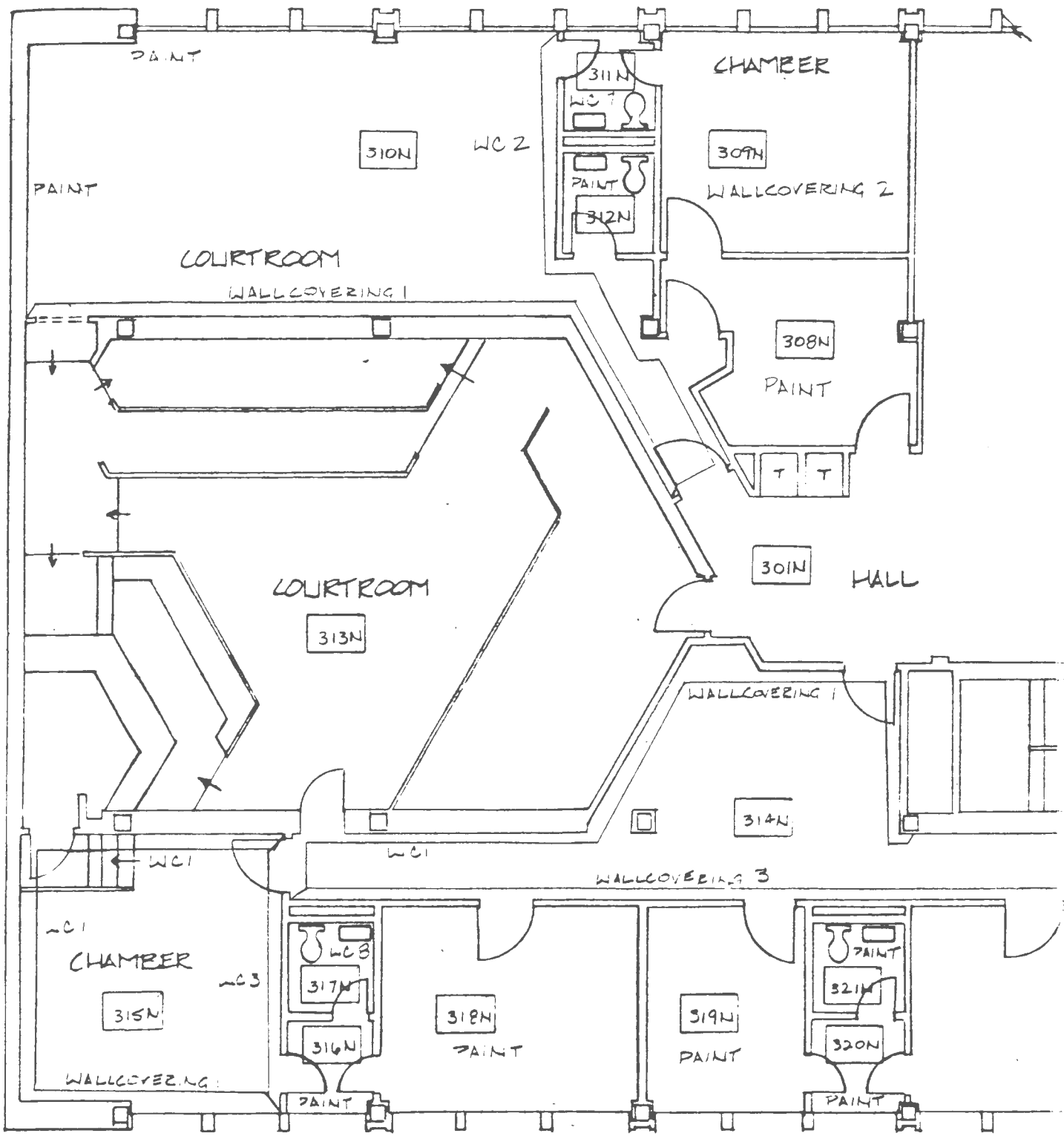


902 South Duck/Stilwell, Oklahoma 74074 (405) 624-0810
 200 N.W. 68th Suite 235, Oklahoma City, Oklahoma 73116
 (405) 848-1324

PAYNE COUNTY
 DISTRICT JUDGES' CHAMBERS

ISSUES

DATE	DRAWN BY	SCALE	REVISED	TITLE	SHEET NO. _ OF _
4/86	LK	1/8" = 1'-0"		WALLS I	



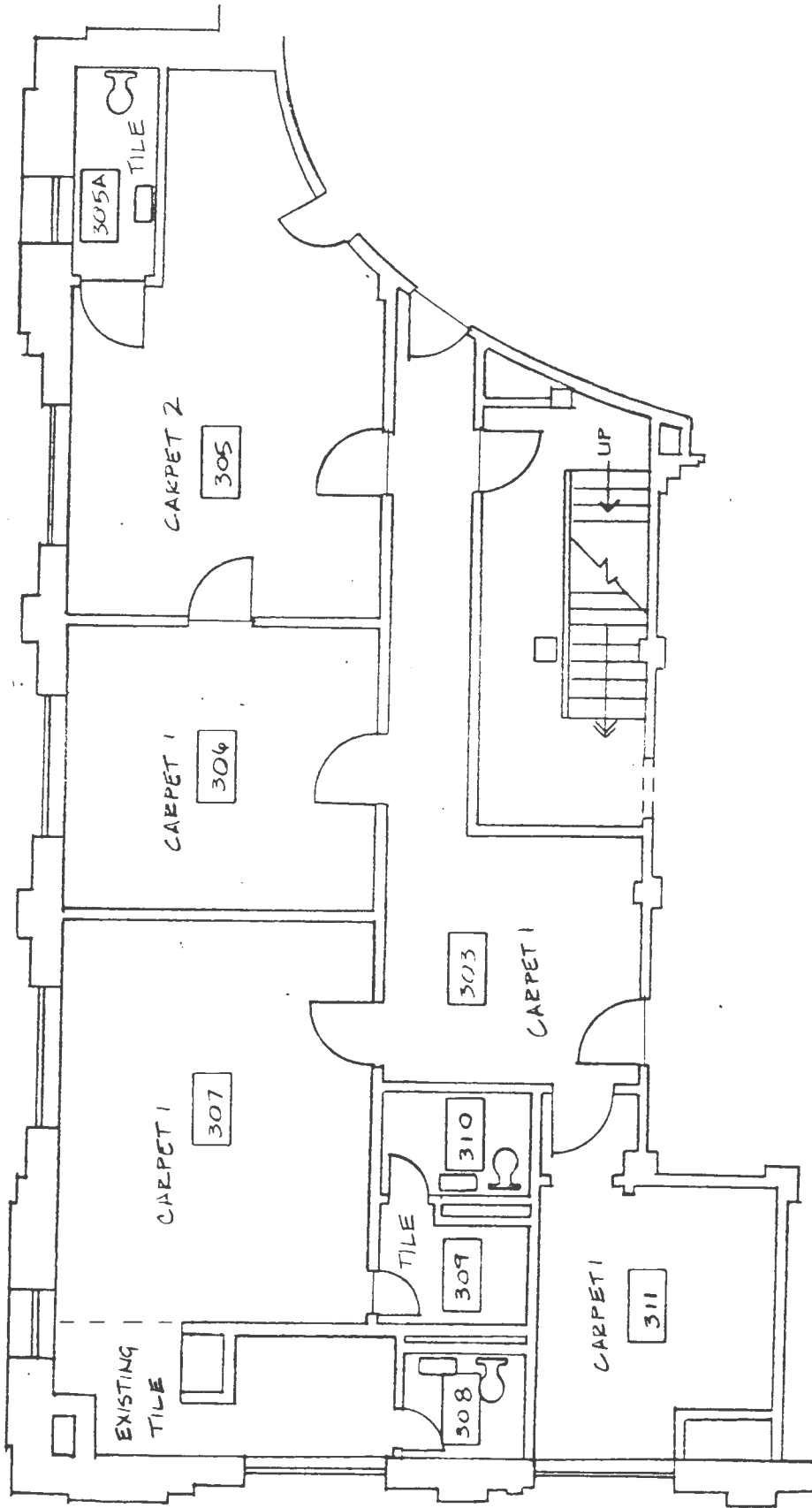
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 interior and space planning

502 South Duke Stillwater, Oklahoma 74074 (405) 924-0810
 200 N.W. 88th Suite 305-Oklahoma City, Oklahoma 73116
 (405) 848-1324

**PAYNE COUNTY
 DISTRICT JUDGES' CHAMBERS**

DATE	DRAWN BY	SCALE	REVISED	TITLE	SHEET NO. _ OF _
4/86	LK	1/8" = 1'-0"		WALLS II	

ISSUES



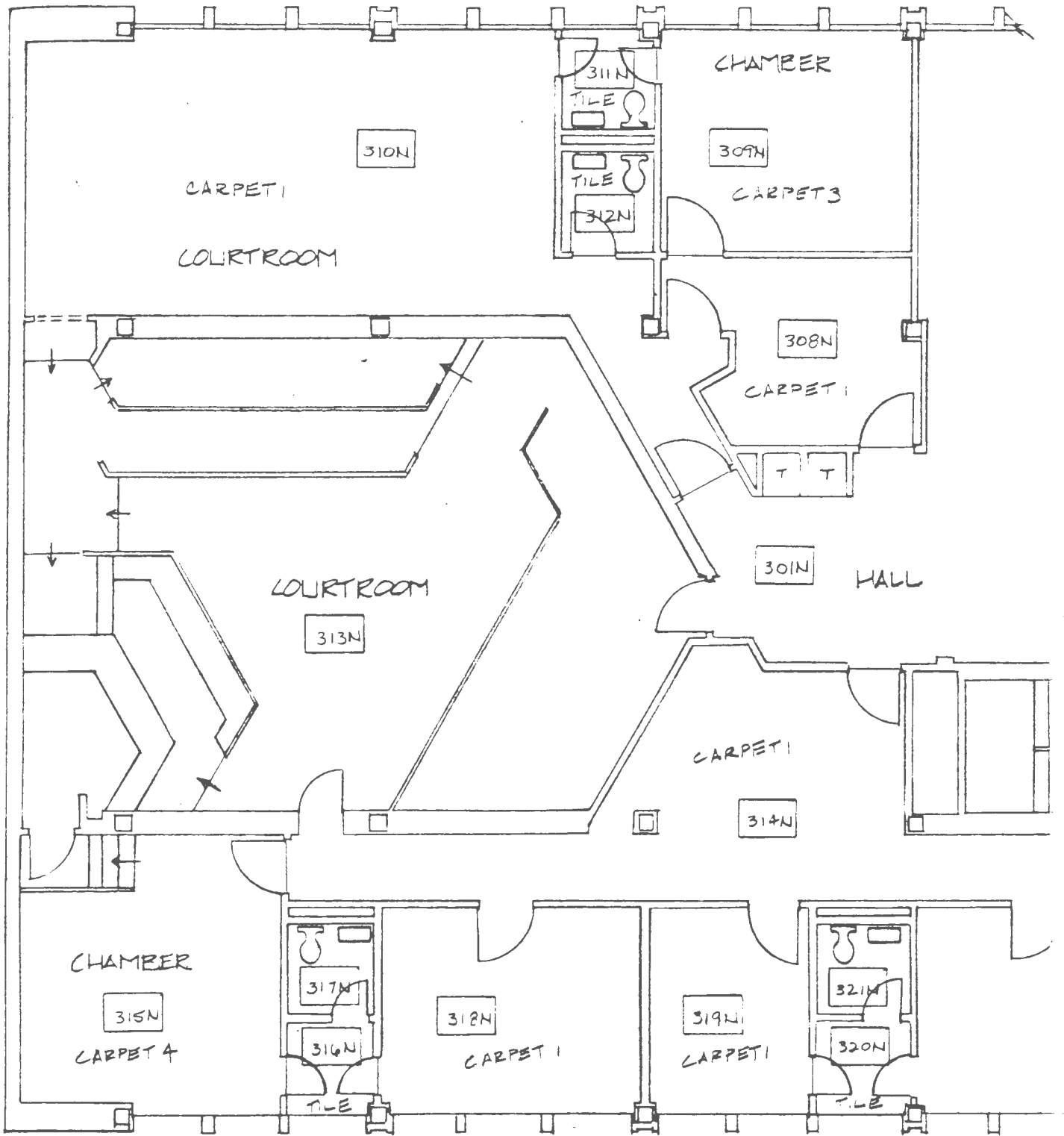
GILLIAM DESIGN ASSOCIATES
Interiors and Space Planning

552 South Duck Street - Oklahoma 74074 (405) 824-8810
 222 N.W. 68th - Suite 325 - Oklahoma City, Oklahoma 73118
 (405) 945-1324

**PAYNE COUNTY
 DISTRICT JUDGES' CHAMBERS**

ISSUES

DATE	DRAWN BY	SCALE	REVISED	TITLE	SHEET NO. - OF -
4/86	LK	1/8" = 1'-0"		CARPET I	



PAYNE COUNTY
DISTRICT JUDGES' CHAMBERS

DATE	DRAWN BY	SCALE	REVISED	TITLE	SHEET NO. _ OF _
4/86	LK	1/8" = 1'-0"		CARPET II	

ISSUES

FINISH SCHEDULE

NO.	ROOM NAME	FLOOR					BASE		WALLS								
		CARPET 1	CARPET 2	CARPET 3	CARPET 4	EXISTING FINISH	RUBBER COVE	EXISTING FINISH	PAINT 1	WALLCOVERING 1	WALLCOVERING 2	WALLCOVERING 3	WALLCOVERING 4	WALLCOVERING 5	WALLCOVERING 6	WALLCOVERING 7	WALLCOVERING 8
303	RECEPTION	○					○		PAINT 1	WALLCOVERING 1							
305	JUDGES OFFICE		○				○		PAINT 1	WALLCOVERING 1							
305A	RESTROOM					○	○		PAINT 1	WALLCOVERING 1						WALLCOVERING 6	
306	OFFICE	○					○		PAINT 1	WALLCOVERING 1							
307	JURY ROOM	○					○		PAINT 1	WALLCOVERING 1							
308	LADIES RESTROOM					○	○		PAINT 1	WALLCOVERING 1			WALLCOVERING 4				
309	MENS ANTIROOM					○	○		PAINT 1	WALLCOVERING 1							
310	MENS RESTROOM					○	○		PAINT 1	WALLCOVERING 1				WALLCOVERING 5			
311	OFFICE	○					○		PAINT 1	WALLCOVERING 1							
301N	MAIN HALL					○	○										
308N	OFFICE	○					○		PAINT 1	WALLCOVERING 1							
309N	JUDGES OFFICE		○				○		PAINT 1	WALLCOVERING 1			WALLCOVERING 2				
310N	COURTROOM	○					○		PAINT 1	WALLCOVERING 1			WALLCOVERING 2				
311N	RESTROOM					○	○		PAINT 1	WALLCOVERING 1						WALLCOVERING 6	
312N	RESTROOM					○	○		PAINT 1	WALLCOVERING 1							
313N	COURTROOM					○	○		PAINT 1	WALLCOVERING 1							
314N	RECEPTION	○					○		PAINT 1	WALLCOVERING 1			WALLCOVERING 2				
315N	JUDGES OFFICE				○		○		PAINT 1	WALLCOVERING 1			WALLCOVERING 2				
316N	ANTI-RESTROOM				○		○		PAINT 1	WALLCOVERING 1							
317N	RESTROOM				○		○		PAINT 1	WALLCOVERING 1							WALLCOVERING 8
318N	OFFICE	○					○		PAINT 1	WALLCOVERING 1							
319N	OFFICE	○					○		PAINT 1	WALLCOVERING 1							
320N	ANTI-RESTROOM				○		○		PAINT 1	WALLCOVERING 1							
321N	RESTROOM				○		○		PAINT 1	WALLCOVERING 1							

GENERAL CONSTRUCTION

SPECIFICATIONS

Code	Qt.	Manufact.	Number	Description [Room No.] (Page No.)	Estimated Bid Prices
Carpentry					
				Construction of coffee area for jury room [307]	_____
		Nevamar	W-8-229T	Plastic Laminate for coffee area Gold Coast Mahogany [307]	_____
				Construction of shelves for marriage records [314N]	_____
				Construction of ledge surrounding court reporter in Courtrooms [310N,313N]	_____
				Total	\$2887.00
Drywall					
				Repair of ceiling tiles	_____
				Repair of mens anti- room walls [309]	_____
				Repair of office walls [311]	_____
				Total	\$2341.00
Plumbing					
				Construction of cold water line in coffee area [307]	\$1527.00
Carpeting					
				Including material and labor	_____
Carpets 1		Stratton	MD-2796	Madras, Opal Mist [303,306,307,311,308N, 310N,314N,318N,319N] (p.28)	_____

SPECIFICATIONS

Code	Qt.	Manufact.	Number	Description [Room No.] (Page No.)	Estimated bid Prices
Carpet 2		Stratton	RE-2971	Revere, Fannel Tone [305N] (p.29)
Carpet 3		Stratton	RE-2953	Revere, Buff Pearl [308N] (p.29)
Carpet 4		Stratton	RE-2954	Revere, Mauve Mist [315N] (p.29)
Base 1		Roppe	52	4" Carpet Cove Chestnut
				Total	\$7996.00
Electrical					
				Installation of a 3-way switch for Courtroom [313]
				Wiring for task light for Judges bench [310N,313N]
				Replacement of face- plates of fixtures in Courtroom [313N]
				Replacement of fixtures in reception area [303]
				Total	\$2528.00

SPECIFICATIONS

Code	Qt.	Manufact.	Number	Description [Room No.] (Page No.)	Estimated Bid Prices
Painting				Including materials and labor. Painting all walls not noted for wallpaper	
PI		Benjamin Moore	OW-5 Base1(A)	Paint	_____
				Total	\$5587.00
Wallcovering				Including all materials and installation.	
WC1		Koroseal	4821-90	Linden, Type II, Class A, Silverplate [303,310N,314N,315N]	_____
WC2		Seabrook	03T11	Anguilla, Alien [309N,310N]	_____
WC3		Seabrook	03T44	Anguilla, Slate [314N,315N]	_____
WC4		Katzenbach Warren	89-0165-9	Trpoez [308]	_____
WC5		Seabrook	RT-605-A	Satin Strings [307,310]	_____
WC6		Katzenbach Warren	89-0175-1	vernon [305A]	_____
WC7		Schumacher	4630-E	Dot and Dash Rose Dust [311N]	_____
WC8		Roy Jacob	100-7277	Chevron [317N]	_____
				Total	\$9838.00
General Construction Total					\$32,704.00

FURNITURE

SPECIFICATIONS

Code	Qt.	Manufact.	Number	Description [Room No.] (Page No.)	Estimated Bid Prices
Bookcases					
B1	1		Existing	Bookcase [308N]	-----
B2	1	Dynel Todd	DEB-80-2	Bookcase 14"x73"x80" [305] (p.30)	\$1560.00
B3	1	Dynel Todd	DEB-42D	Bookcase with doors 14"x37 1/2"x42" [305]	\$613.50
B4	1	Dynel Todd	DOCK-96	Credenza with lateral file drawers 19 1/2"x96"x29 1/2"	\$2437.50
	1	Dynel Todd	DOBY-96	Upper Breakfront 13"x96" [305] (p.31)	\$1687.50
Chairs					
C1	40		Existing	Arm Chair [307,310N]	-----
C2-10	3	Steelcase	424-520	Secretarial Chair Fabric no. 10 or 11 @ \$35.33 for lvd. each. See page 26 for fabric. Unit Price \$238.91	\$955.64
C2-11	1			[306,311,308N] (p.32)	
C3	4		Existing	Monarch Side Chair (Brown) [309N,315N]	-----

SPECIFICATIONS

Code	Qt.	Manufact.	Number	Description [Room No.] (Page No.)	Estimated Bid Prices
C3-7	4		Existing	Monarch Side Chair Reupholstery with Fabric no. 7 @ \$32.86 for 2yds. each. Unit Price \$130.35 [308N,309N]	\$521.40
C3-8	6		Existing	Monarch Side Chair Reupholstery with Fabric no.8 @ \$35.85 for 2 yds. each. Unit Price \$133.35 [314N,315N]	\$800.10
C4	3		Existing	Judge's Chair [305,309N,315N]	_____
C5-6	10	Alma	321	Arm Chair with open back Fabric no.6 @ \$35.85 for 2yds. each. Unit Price \$316.35 [303,305,306] (p.33)	\$3163.50
C6-8	6	Alma	331	Arm Chair with closed back Fabric no.8 @ \$35.85 for 2yds. each. Unit Price \$349.35 [303,305] (p.33)	\$2096.10
C7-9 C7-10	1 2		Existing	Secretarial Chair Reupholstery with Fabric no. 9 or 10 @ \$35.33 for 1 1/2yds. each. Unit Price \$110.50 [314N, 318N,319N]	\$331.50

SPECIFICATIONS

Code	Qt.	Manufact.	Number	Description [Room No.] (Page No.)	Estimated Bid Prices
C8-8	1		Existing	Sofa Reupholstery with Fabric no. 8 @ \$233.03 for 13yds. [307]	\$723.03
C9-6	2		Existing	Chair Reupholstery with Fabric no. 6 @ \$35.85 for 2yds. each. Unit Price \$133.35 [318N] (p.34)	\$266.70
C10-8	2		Existing	Chair Reupholstery with Fabric no. 8 @ \$35.85 for 2yds. each. Unit Price \$133.35 [319N] (p.34)	\$266.70
C11		Shelby Williams	2304	Desk Chair Upholstry with Fabric RC-53 Gray [305] (p.35)	\$451.50

SPECIFICATIONS

Code	Qt.	Manufact.	Number	Description [Room No.] (Page No.)	Estimated Bid Prices
Desks					
D1	3	Steelcase	520600-3R	Desk with 2 box drawers, 1 file drawer, center drawer with lock 60"x30" Unit Price \$777.66	\$2332.98
	3		52 A 37	Typewriter return 37 1/2"x19 3/4" Unit Price \$256.62 [306] (p.36)	\$769.86
D2	1	Steelcase	520600-3L	Desk with 2 box drawers, 1 file drawer, center drawer with lock 60"x30"	\$777.66
	1		52 T4519SE	Convertible Component Top 45"x19"	\$166.92
	1		5224 BP	Convertible Component Back Panel 45" wide.	\$28.86
	1		52 T6019SE	Convertible Component Top 60"x19"	\$209.82
	2		5224 EP	Convertible Component End Panel Unit Price \$82.68	\$165.86
	1		5224 BP	Convertible Component Back Panel 60" wide.	\$165.36
	2		25-5513510	Special Bracket Unit Price \$21.09 [306] (p.36)	\$42.18

SPECIFICATIONS

Code	Qt.	Manufact.	Number	Description [Room No.] (Page No.)	Estimated Bid Prices
D3	1	Dynel Todd	DOSL-76	Oxford Collection Executive L desk 38"x76"x29 1/2" [305] (p.37)	\$2910.00
D4	2	Master Craft	Existing	Desk w/left return Repainting Unit Price \$57.20 [318N,319N]	\$114.40
D5	2		Existing	Excutive Desk [309N 315N]	-----
D6	1	Steelcase	520600-3R	Desk with 2 box drawers, 1 file drawer, center drawer with lock 60"x30"	\$777.66
	1		52 T4519SE	Convertible Component Top 45"x19"	\$166.92
	1		5224 BP	Convertible Component Back Panel 45" wide.	\$28.86
	1		52 T6019SE	Convertible Component Top 60"x19"	\$209.82
	2		5224 EP	Convertible Component End Panel Unit Price \$82.68	\$165.86
	1		5224 BP	Convertible Component Back Panel 60" wide	\$165.36
	2		25-5513510	Special Bracket Unit Price \$21.09 [311] (p.36)	\$42.18
D7	2		Existing	Executive Credenza [309N,315N]	-----

SPECIFICATIONS

Code	Qt.	Manufact.	Number	Description [Room No.] (Page No.)	Estimated Bid Prices
D8			Custom	Stand-Up Desk [305] (p.38)	Approx. \$450.00
File Cabinets					
F1	6	Master Craft	Existing	Vertical File Cabinet with 4 drawers Repainting Unit Price \$45.65 [306,318N]	\$273.90
F2	4 4 8	Alma	1830-2 1830-BC 18-T-30	Wood Lateral File Cabinet with 2 Shelf Top 30" wide Unit Price \$681.00 [309N,315N] (p.39)	\$2724.00
F3	2	Steelcase	836-401	Lateral File Cabinet 4 12" Legal size drawers with lock 36" wide Unit Price \$565.50 [311]	\$1131.00
F4	1	Steelcase	836-201	Lateral File Cabinet 2 12" Legal size drawers with lock 36" wide [314]	\$329.16
F5	1		Existing	Lateral File Cabinet 4 drawers Repainting [318N]	\$51.15
F6	3	Steelcase	PBB-3015	Panel Binder Bid 30"x14 7/8"x16 5/8" Unit Price \$180.18	\$540.54
	3		PWC-53	Wall Channels Unit Price \$24.18	\$162.54
	3		PVWC-48	Panel Vertical Wire Carrier Unit Price \$7.80	\$23.40

SPECIFICATIONS

Code	Qt.	Manufact.	Number	Description [Room No.] (Page No.)	Estimated Bid Prices
	3	Steelcase	PLP-30L	Panel Lighting Package Unit Price \$77.22 [306,311]	\$231.66
Storage cabinets					
S1	2		Existing	Storage Cabinet 78" with 2 doors Repainting Unit Price \$54.00 [311,318]	\$108.00
S2	1	Steelcase	32H30	42488-D Cabinet with double doors 30 1/16"x 19 3/4" [307]	\$425.10
S3	1		Existing	Cabinet Repainting [318N]	\$51.70
S4	1		Existing	Mobile Typing Table Repainting [318N]	\$26.40
Tables					
T1	1	Steelcase	B-29120 4838	Conference Table one piece top 120"x48"x38" [307] (p.40)	\$1088.88
T2	2	Dvnel Todd	D00-24	Table 22"x22"x24" Unit Price \$291.75 [303,305,306] (p.30)	\$583.50

SPECIFICATIONS

Code	Qt.	Manufact.	Number	Description [Room No.] (Page No.)	Estimated Bid Prices
Accessories					
	7		Custom	Tack Surface 36"x18" Approx. \$100.00 each. [306,311,308N,314N, 318N,319N]	\$700.00
	1	Oravisual		Marker Center [307] (p.41)	\$506.25
	4	Peter Fepper	300B-13	Clock 10" Diameter Unit Price \$78.00 [306,307,308N,314N] (p.42)	\$312.00
	7	McDonald	231418	Plastic Waste Basket Unit Price \$29.54 [306,311,308N,314N, 318N,319N] (p.43&44)	\$206.78
	7	McDonald	238718	Plastic Memo Box Unit Price \$7.45 [306,311,308N,314N, 318N,319N]	\$52.15
	7	McDonald	239918	Plastic Triple Letter Tray legal size Unit Price \$13.13 [306,311,308N,314N, 318N,319N]	\$91.91
	7	McDonald	237818	Plastic Book Style Calendar Unit Price \$7.45 [306,311,308N,314N, 318N,319N]	\$52.15
	7	McDonald	238118	Plastic Pencil Cup Unit Price \$5.86 [306,311,308N,314N, 318N,319N]	\$42.02

SPECIFICATIONS

Code	Qt.	Manufact.	Number	Description [Room No.] (Page No.)	Estimated Bid Prices
	7	McDonald	234939	Stacking Bracket Unit Price \$6.10 [306,311,308N,314N, 318N,319N]	\$42.70
	4	McDonald	650600	Round 6" Ashtray Unit Price \$45.24 [303,305,309N,315N] (p.45&46)	\$180.96
	3	McDonald	650921	Round Wastebasket With liner Unit Price \$62.58 [305,309N,315N]	\$187.74
	3	McDonald	657600	Book Calendar Unit Price \$58.13 [305,309N,315N]	\$174.39
	3	McDonald	658100	Pencil Cup Unit Price \$35.86 [305,308N,315N]	\$107.58
	3	McDonald	658900	Memo Box Unit Price \$55.55 [305,308N,315N]	\$166.65
	3	McDonald	659921	Double Letter Tray Unit Price \$177.19 [305,308N,315]	\$531.57
	1	Kroy		Directory (Consult company representative for price.) [301N] (p.47&48)	_____
	3	Angus Stuart	RT 45/WL 36 00	Continental Chair Mat 49 1/2"x62 1/2" 13"x36 1/2" Tongue [303,313,317] (p.49)	\$508.00

SPECIFICATIONS

Code	Qt.	Manufact.	Number	Description [Room No.] (Page No.)	Estimated Bio Prices
	2	Nessen	NI1070	Task Light Unit Price \$168.00 [310N,313N]	\$336.00
	3	World Picture		Coat Hook Unit Price \$125.00 [305,309N,315N] (p.50)	\$375.00
				Art Work Approx. [All areas]	\$1200.00
	10			Planters Approx. Unit Price Approx. \$10.00	\$100.00

Furniture and Accessories Total Approx. \$38,976.69

Window Treatments

		IDS		Including materials Fabrication, and Installation. Fabricated for Fabrics 1-5	
	25	IDS		2" Wooden Blinds White Finish	\$11,603.06
Fab 1	63yds	Stroheim Romann	B-46581 Sand	48" wide [305,307]	\$622.50
Fab 2	81yds	Westgate	1-2373 -05-0	Boucle Sheer 118" wide [306,311,311N, 316N,320N]	\$697.50
Fab 3	95yds	Samarcand	P-5093 Peacock	Encore 48" wide [309N,310N]	\$832.50
Fab 4	25yds	Arc Com	AC-20472-4 Grey	Malaga 48" wide [315N]	\$197.50
Fab 5	62yds	Arc Com	AC-20649-20 Colonial	Rendondo 48" wide [318N,319N]	\$515.00
Window Treatment Total					\$3968.06

SPECIFICATIONS

Code	Qt.	Manufact.	Number	Description [Room No.] (Page No.)	Estimated Bid Prices
Upholstery Fabrics					
Fab 6		Westgate	400-006 Ghost Grey	Naugahyde 2/200 [305]	
Fab 7		Naugahyde	NEO-12 Woodrose	Neochrome [308N, 309N]	
Fab 8		Westgate	400-066 Graphic	Naugahyde 2/200 [303, 306, 311, 314N, 315N]	
Fab 9		S. Harris	Rutland Grey	54" wide [319N]	
Fab 10		S. Harris	Rutland Graphite	54" wide [306, 311, 318N]	
Fab 11		S. Harris	Rutland Puce	54" wide [308N]	

APPENDIX

Carpet 1

Madras

SPECIFICATIONS

"Specifications listed below are subject to nominal manufacturing variances."

CONSTRUCTION	— Tufted, Textured Loop Pile
YARN	— Amoco MARQUÉSA [®] LANA bulked continuous filament Olefin
YARN SIZE / PLY	— 5000 denier / 6 ply equivalent — air entangled
STATIC GENERATION	— MARQUÉSA [®] LANA has the built in property of low static generation (carpets of MARQUESA LANA Olefin typically tests less than 1.5 KV at 20% relative humidity (for warranty details see back cover)
DYE METHOD	— Solution dyed
GAUGE	— 1/8" (3.18 mm)
STITCHES/6 IN. (15.24 cm)	— 36
PILE HEIGHT	— 5/32" (3.97 mm)
YARN WEIGHT	— 22 oz. per sq. yd. (746 g/m ²)
PRIMARY BACK	— Polypropylene
SECONDARY BACK	— ULTRA-LOC[™] woven polypropylene (Manufacturer reserves the right to use jute or ULTRA-LOC[®] as equal secondary backing)
TOTAL WEIGHT	— 59 oz. per sq. yd. (2001 g/m ²)
WIDTH	— 12 ft. (3.66 meters)
VARIATIONS	— Available in lighter/heavier yarn weight* for minimum orders -Inquire
SPECIAL COLORS	— Not available
SHIPPING WEIGHT	— 3.69 lbs. per sq. yd. (2001 g/m ²) plus approximately 10-15 lbs. (4.5-6.8 kg) per roll for core and wrapper
WEIGHT DENSITY	— 111,690 (min.)
COLORFASTNESS	— All colors meet or exceed 100 hours xenon exposure (Test AATCC 161)
WEAR WARRANTY	— Ten Year Wear Warranty (see back cover) Recommended for moderate traffic use
FLAMMABILITY:	
ASTM E-84 (Steiner Tunnel)	— Class B (Flame spread rating of 75 or less)
ASTM E-648 (Flooring Radiant Panel)	— <u>Carpet only</u> — meets National Bureau of Standards recommended limits for commercial (Class II) occupancies (critical radiant flux of .22 - .45 watts/cm ²)
ASTM E-662 (NBS Smoke Chamber)	— Smoke density rating of 450 or less in flaming mode
FF 1-70	— Meets Methenamine Pill Test

- NOTES: 1. Chair pads are recommended under office chairs with roller casters to preserve appearance retention, avoid premature or accelerated wear and to act as a deterrent towards delamination.
2. Walk-off mats are recommended at building entryways to reduce soiling.
3. Due to yarn lot variations, actual merchandise not guaranteed to color match these samples.

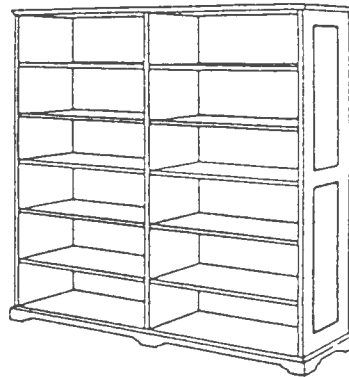
SPECIFICATIONS

“Specifications listed below are subject to nominal manufacturing variances.”

CONSTRUCTION	— Tufted, cut pile
YARN	— Badische ZEFTRON nylon, heat set, with permanent static control to reduce static build up (see back cover for Anti-Shock Warranty)
DYE METHOD	— Yarn dyed
PLY	— 3 ply
GAUGE	— 1/8" (3.18 mm)
STITCHES/6 IN. (15.24 cm)	— 52
PILE HEIGHT	— 1/4" (6.35 mm)
YARN WEIGHT	— 42 oz. per sq. yd. (1424 g/m ²) pre-shear weight
PRIMARY BACK	— Patchogue Plymouth PolyBac/AS
SECONDARY BACK	— <i>ULTRA-LOC</i> [®] woven polypropylene (Manufacturer reserves the right to use jute or <i>ULTRA-LOC</i> [®] as equal secondary backing)
TOTAL WEIGHT	— 79 oz. per sq. yd. (2679 g/m ²)
WIDTH	— 12 ft. only (3.66 meters)
VARIATIONS	— Heavier yarn weights available for minimum orders - Inquire
SPECIAL COLORS	— Inquire
SHIPPING WEIGHT	— 4.94 lbs. per sq. yd. (2679 g/m ²) plus approximately 10-15 lbs. (4.5-6.8 kg) per roll for core and wrapper
WEAR WARRANTY	— ZEFWEAR Ten Year Wear Warranty (see back cover)
TRAFFIC CLASSIFICATION	— Class II, Heavy Commercial
WEIGHT DENSITY	— 254,000 (min.)
FLAMMABILITY:	
ASTM E-648 (Flooring Radiant Panel)	— <u>Carpet only</u> — Meets National Bureau of Standards recommended limits for commercial (Class II) and/or institutional (Class 1) occupancies (critical radiant flux of .45 watts/cm ² or greater)
ASTM E-662 (NBS Smoke Chamber)	— Smoke density rating of 450 or less in flaming mode
FF 1-70	— Meets Methenamine Pill Test

- NOTES: 1. Chair pads are recommended under office chairs with roller casters to preserve appearance retention, avoid premature or accelerated wear and to act as a deterrent toward delamination.
2. Walk-off mats are recommended at building entryways to reduce soiling.
3. Shading is an inherent characteristic of all fine cut pile carpets and does not constitute a manufacturing defect.
4. Due to yarn lot variations, actual merchandise not guaranteed to color match these samples.
5. This carpet is manufactured and recommended for floor covering use only.

B2
Bookcase

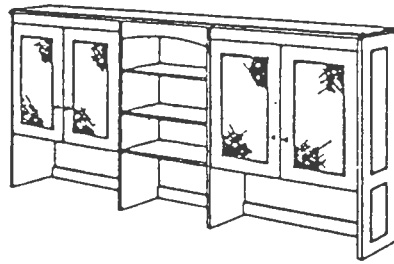


T2
Occasional Table



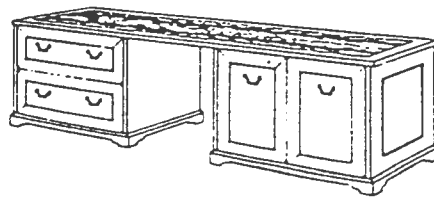
B4

Upper Breakfront



B4

Credenza



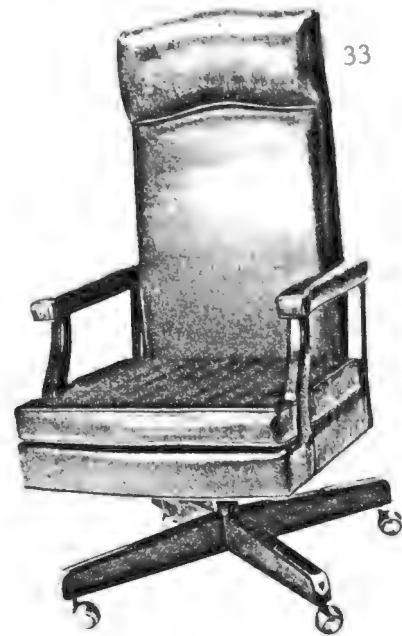
C2-10

C2-11

Series 424.	Series 430.	Series 451.
<p>Back with outer shell. Four-arm base in polished chrome; five-arm base with polypropylene caps in six neutrals. Spin chair to raise or lower seat. Easy-access controls adjust seat depth, back tension, back height. Pneumatic controls for seat height, seat depth optional.</p>	<p>Back with outer shell. Tufting optional. Four-arm base in polished chrome; five-arm base, nylon coated, in colors to match six neutrals. Rotating bell seat height adjustment. Easy-access controls adjust seat depth, back tension, back height. Pneumatic controls for seat height, seat depth optional on some models.</p>	<p>Back with outer shell, option upholstered. Tufting optional. Four-arm base in polished chrome; five-arm base with polypropylene caps in six neutrals. Spin chair to raise or lower seat. Easy-access controls adjust seat depth, back tension, back height. Pneumatic controls for seat height, seat depth optional.</p>
<p>Overall ht: 33" - 39¼"</p>	<p>Overall ht: 32" - 38¾"</p>	<p>Overall ht: 33" - 39½"</p>
<p>Width, with arms: 23"</p>	<p>Width, with arms: 23"</p>	<p>Width, with arms: 23"</p>
<p>Width, without arms: 19"</p>	<p>Width, without arms: 19"</p>	<p>Width, without arms: 19"</p>
<p>Overall depth: 19½" - 21½"</p>	<p>Overall depth: 19½" - 21½"</p>	<p>Overall depth: 19½" - 21½"</p>



1909 Executive Posture Chair
25½ W 30D 45½-48½ H Adj.



C5-6

321 Arm Chair
25 W 23 D 31 H



C6-8

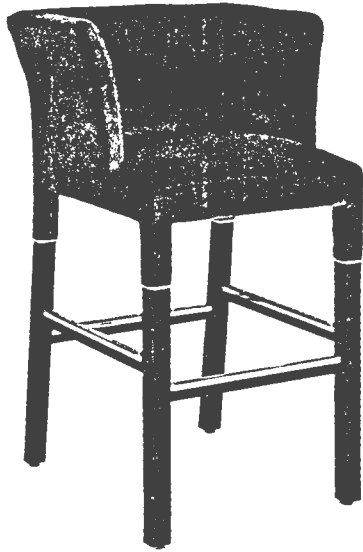
331 Arm Chair
25W 23D 31H





C9-6

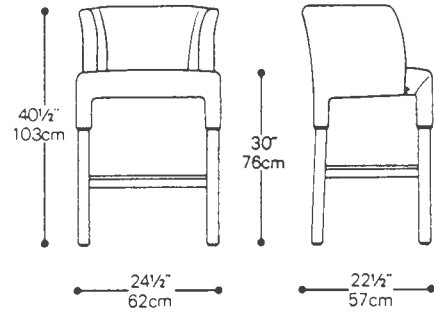




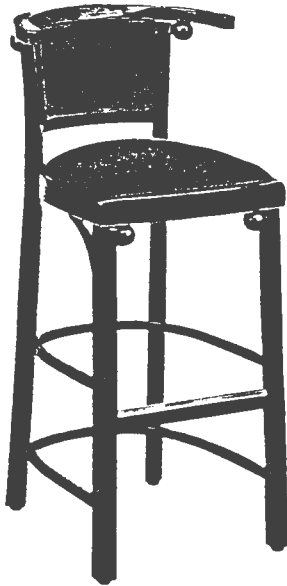
1455 MONTE CARLO BAR STOOL

Foam Padded Spring Seat. Fully Upholstered Foam Padded Back and Arms. Legs feature Polished Brass Trim. Solid Brass Channel Foot Rest.

A Rita St. Clair Design.

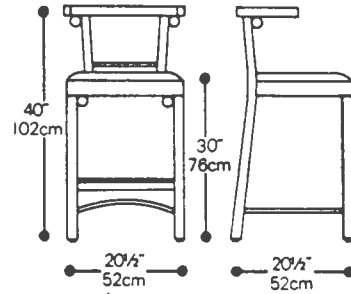


11

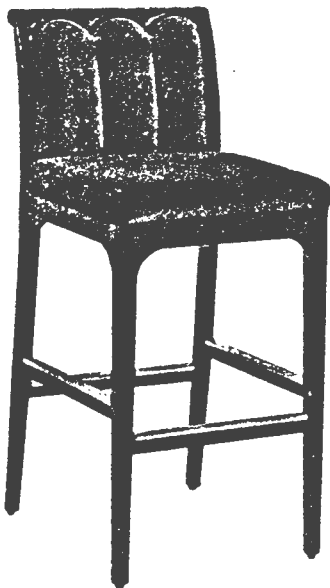


1088 CABARET FLEDERMAUS BAR STOOL

Foam Padded Seat. The Foam Padded Back is Upholstered on both sides. Solid Brass Channel Molding on Foot Rest.

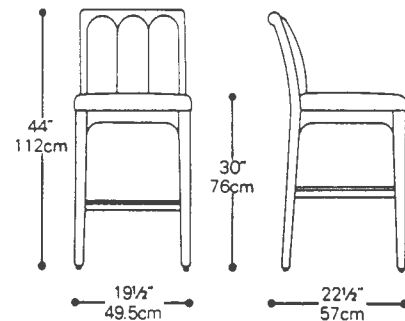


C11



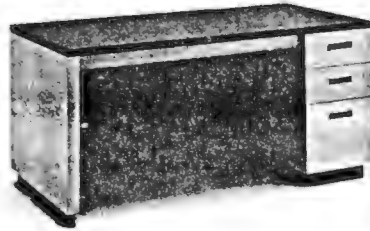
2304 ART DECO BAR STOOL

Foam Padded Spring Seat. Foam Padded Back with Vertical Sewn Channel Tufting. Solid Brass Channel Foot Rest.

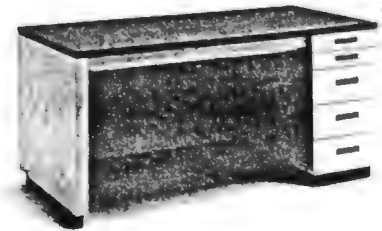


D1, D2, D6
50 Series Single Pedestal Desks:
 18 deep, 20 models.

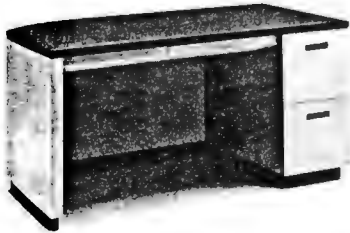
Our different sizes with five different drawer configurations; and an optional center drawer, too. All with central locking mechanism in desk top. And ready to change into a secretarial desk or an executive "L" (except 45" wide desks).



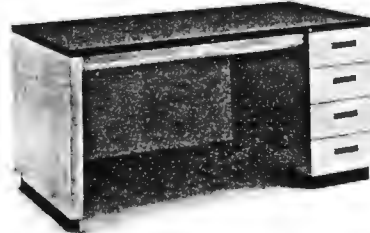
6. 45" x 30" 520450-3R
 60" x 30" 520600-3R
 65" x 30" 520650-3R
 70" x 30" 520700-3R
 2 box drawers, 1 file drawer



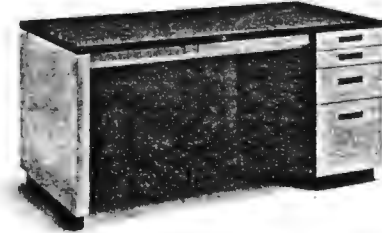
8. 45" x 30" 520450-5R
 60" x 30" 520600-5R
 65" x 30" 520650-5R
 70" x 30" 520700-5R
 2 personal drawers, 3 box drawers



4. 45" x 30" 520450-2R
 60" x 30" 520600-2R
 65" x 30" 520650-2R
 70" x 30" 520700-2R
 2 file drawers

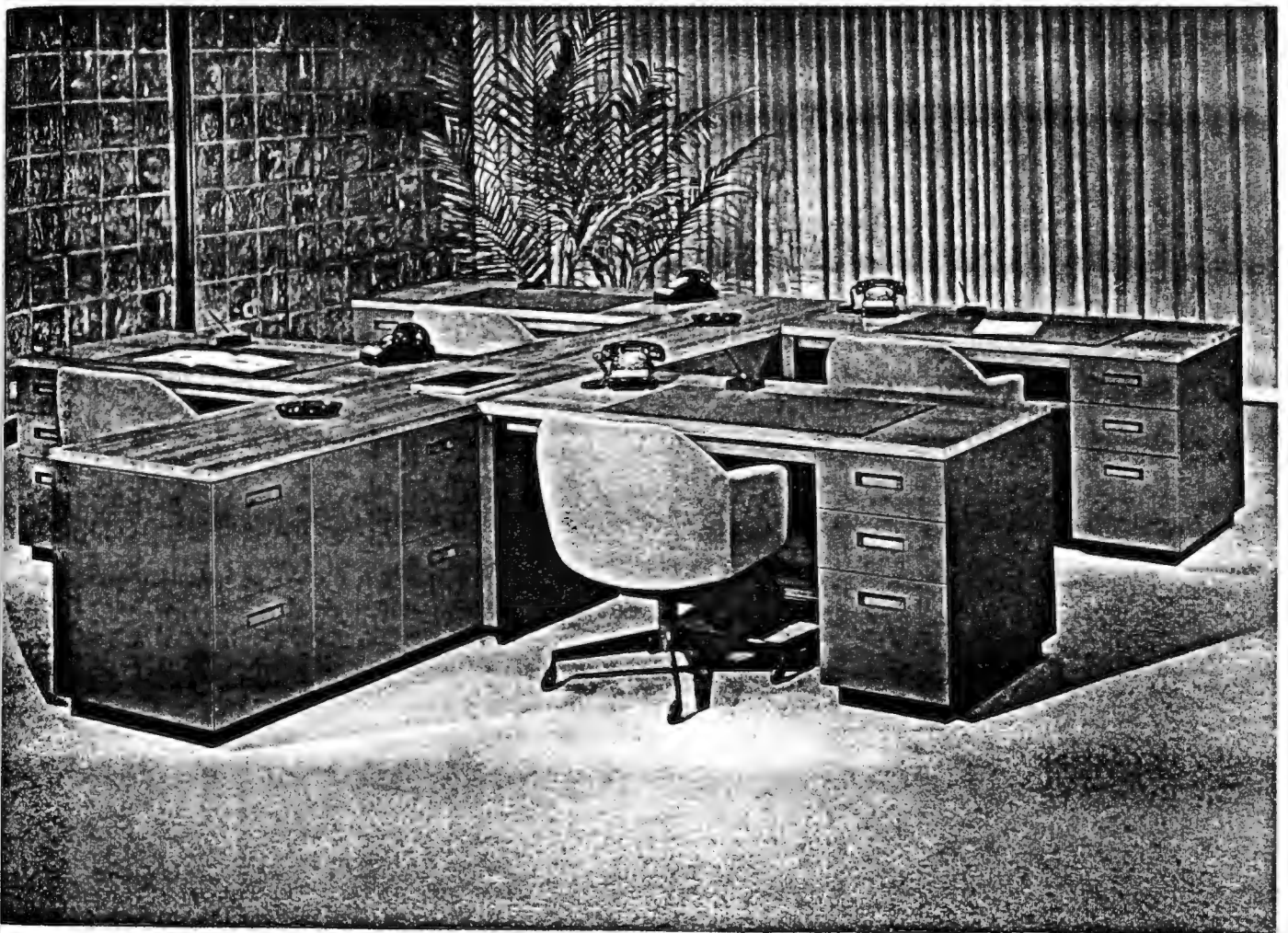


7. 45" x 30" 520450-4R
 60" x 30" 520600-4R
 65" x 30" 520650-4R
 70" x 30" 520700-4R
 4 box drawers

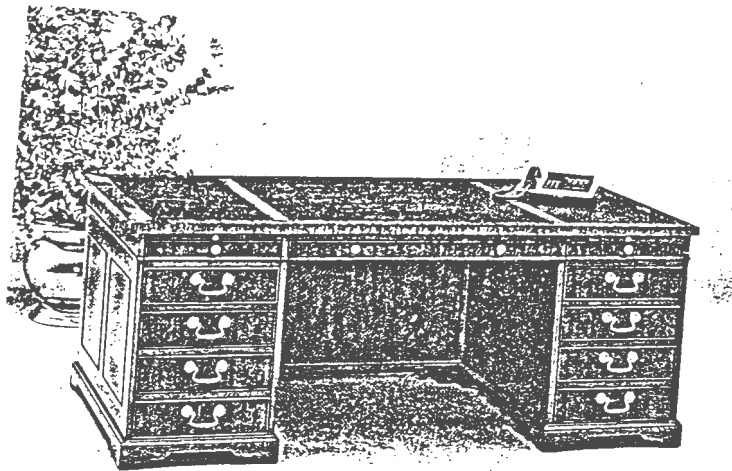
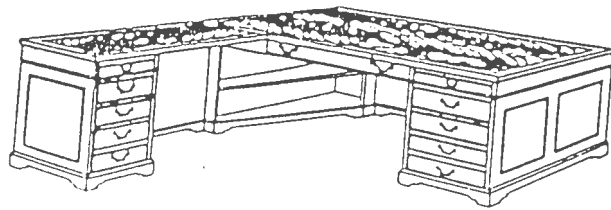


9. 45" x 30" 520450-6R
 60" x 30" 520600-6R
 65" x 30" 520650-6R
 70" x 30" 520700-6R
 2 personal drawers, 1 box drawer,
 1 file drawer

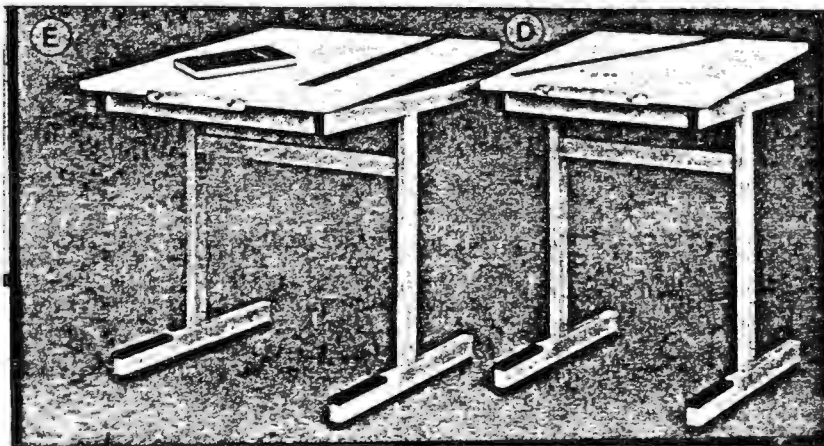
Desks — two 520600-3R, two 520600-3L, 60" x 30". Two 75" x 24" convertible assemblies. Each has three 15" cabinets, a base and end panel. M177 Tan Value 4 Matte finish. 9520 Ember Chrome hardware.



13
Executive "L" Desk



D8





AN EXECUTIVE OFFICE OF QUIET ELEGANCE FEATURING:

861-72 FH (WCML)—CONFERENCE DESK—Top Size: 72" x 36". Overhang on both ends and approach side.

703-BW—EXECUTIVE SWIVEL CHAIR

BC-878-95 DOUBLE BOOKCASE UNIT—78½" H x 18" D x 95" W

alma

The Series 2900 tables fill a variety of general office, institutional and educational working space needs, from the 36" round multipurpose table to a large "boat" shaped 180" x 48" formal conference table.

Your choice of any one of a wide variety of Steelcase plastic laminates in solid colors or wood grains are available. Tables are standard with 1½" wood-core, self-edge tops. Bright anodized aluminum edge or resilient charcoal colored vinyl edge optional at no extra charge.

Tubular leg frames are reinforced with U-shaped steel channels. Glides are adjustable for uneven floors and set in rubber for a long quiet life.

Frame finishes are offered in any Steelcase standard or custom acrylic finish. Table frame is furnished in 1218 Charcoal unless otherwise specified. Matte acrylic enamel finishes are available as an option on table aprons.

Leg uprights are available in any Steelcase standard or custom finishes as well as polished, brushed or Ember Chrome.

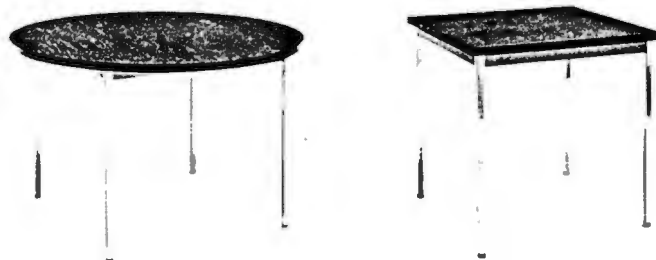
All Series 2900 tables are 29½" high.

Round:

- 293600 36" diameter
- 294200 42" diameter
- 294800 48" diameter
- 296000 60" diameter

Square:

- 293030 30" x 30"
- 293636 36" x 36"



Rectangular:

- 293624 36" x 24"
- 294836 48" x 36"
- 296030 60" x 30"
- 296036 60" x 36"
- 297236 72" x 36"

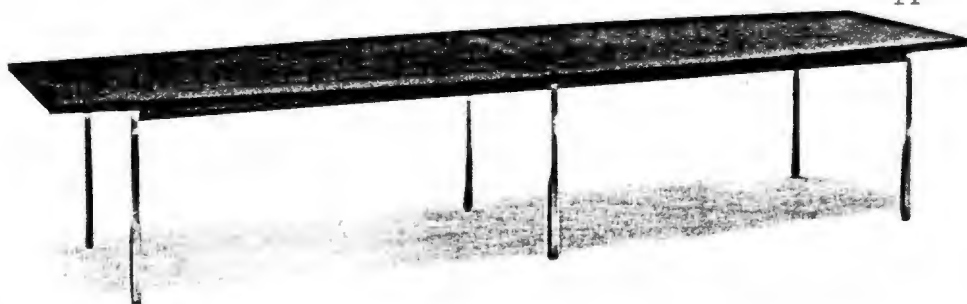


Conference:

- 297248 72" x 48"
- 299648 96" x 48"
- 2912042 120" x 42"

Boat Shaped Conference:

Number	Length	Widths	
		Center	End
B-29964236	96"	42"	36"
B-291204838	120"	48"	38"
B-291504838	150"	48"	38"
B-291804838	180"	48"	38"



T1

THE SLIMLINES

SLIMLINES: THE ULTIMATE IN STREAMLINED EFFICIENCY

We're out to prove that great things do come in small packages with our Oravisual Slimline series. Like their larger counterparts, the Slimlines are designed to be as beautiful as they are hardworking.

Just four inches deep, Oravisual Slimline Centers go almost anywhere. This good-looking, high-performance series comes in six different models.

CONCORD SLIMLINES

WSC6048, WSC6037, WSC4848

These Centers share the new Concord design with curved styling and come in three different sizes to meet your room requirements. Cleverly designed to perform a multitude of functions, each Slimline Cabinet is built with the same craftsmanship as larger Oravisual Communication Cabinets.

Open the doors of a Concord Slimline and it goes to work for you in a variety of ways. Use dramatic Oravisual M166 Color Markers on the white porcelain-on-steel panel for high impact. Then, erase it in seconds. Built to last, this steel panel is also ideal for magnetic displays.

Across the top of the panel, attach the included Velcro® hook and loop strip over cork so you can tack or attach presentation materials.

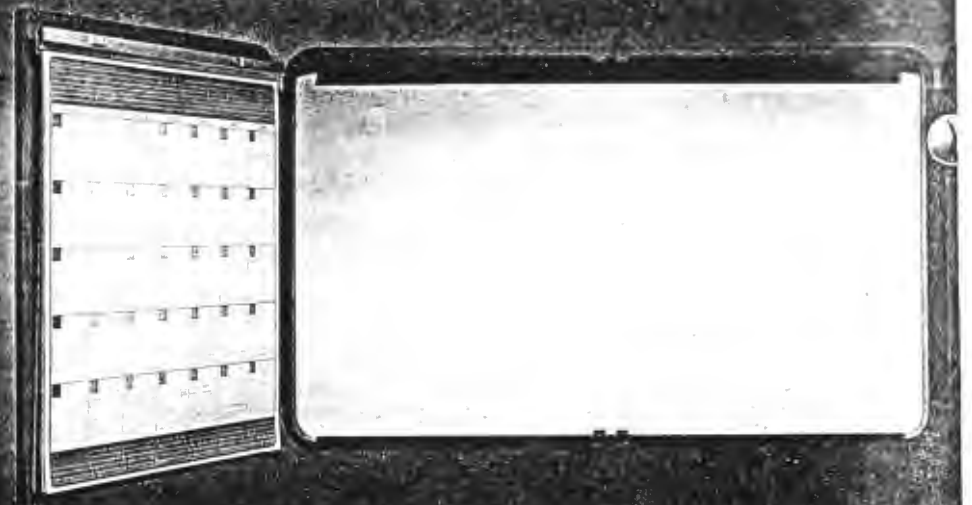
Built-in brackets on the doors hold paper pads attached by Grip-Quick™ Chart Clamps included with each unit. Your Slimline Cabinet can also be equipped with both an optional DA-LITE® projection screen that pulls down from the top of the cabinet and an optional Magic Panel™ featuring black Velcro® fabric over cork for tacking up even heavy three-dimensional displays.

Choose the size most convenient to you. Concord Slimlines come in three: 48" x 60," 37" x 60" and 48" x 48"

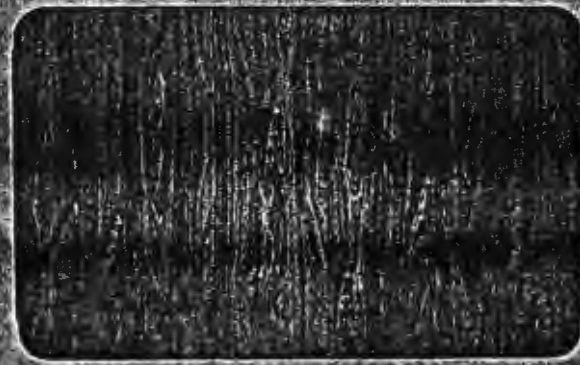
TRADITIONAL SLIMLINES

WSL6048, WSL6037, WSL4848

These Slimline cabinets contain all the features and quality workmanship of the Concord series described above but in a traditionally-styled cabinet. As in the Concord Slimlines, the traditional slimlines come in three sizes, 48" x 60," 37" x 60," and 48" x 48."



Model WSC 6037



Model WSC6037

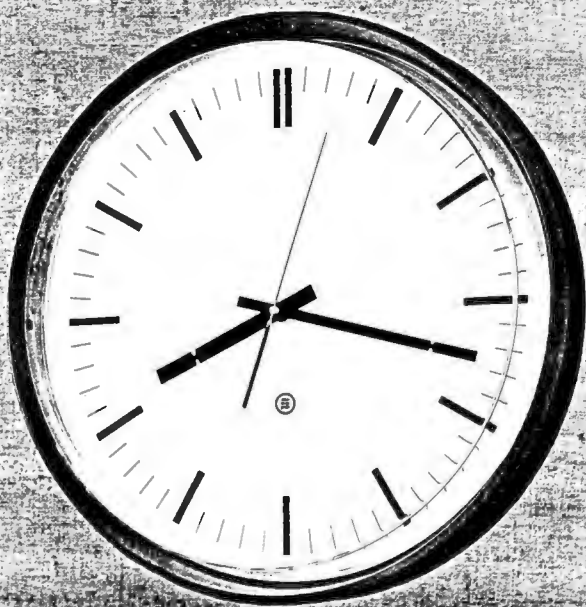
Features	WSC6048/ WSC6048V*	WSC6037/ WSC6037V*	WSC4848/ WSC4848V*	CONCORD (Curvilinear)
	WSL6048/ WSL6048V*	WSL6037/ WSL6037V*	WSL4848/ WSL4848V*	TRADITIONAL (Rectilinear)
Porcelain-on-steel writing surface	•	•	•	
Magnetic Surfaces	•	•	•	
Magic Panels / Cork	Optional	Optional	Optional	
Chart Clamps	•	•	•	
Extension Chart Arms	Optional	Optional	Optional	
40" x 52" DA-LITE® projection screen	Optional	Optional	Optional	
Storage Compartment	N/A	N/A	N/A	
Matching Credenza	N/A	N/A	N/A	
Choice of natural wood or laminate finish	•	•	•	

N/A Not Available
*V-Natural Wood Veneer

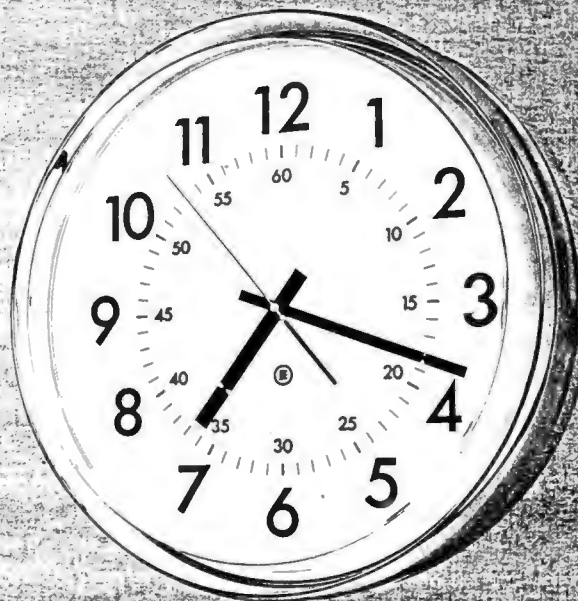
500, 501 & 505 Clocks

14" diameter

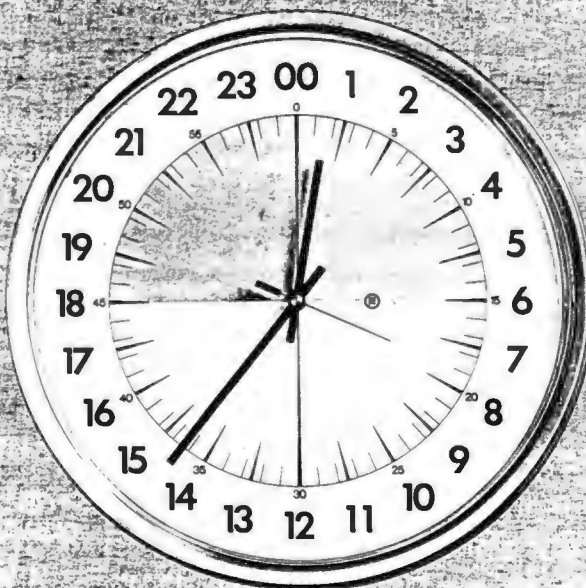
Specifications page 25.
Clock Face Selector page 31.



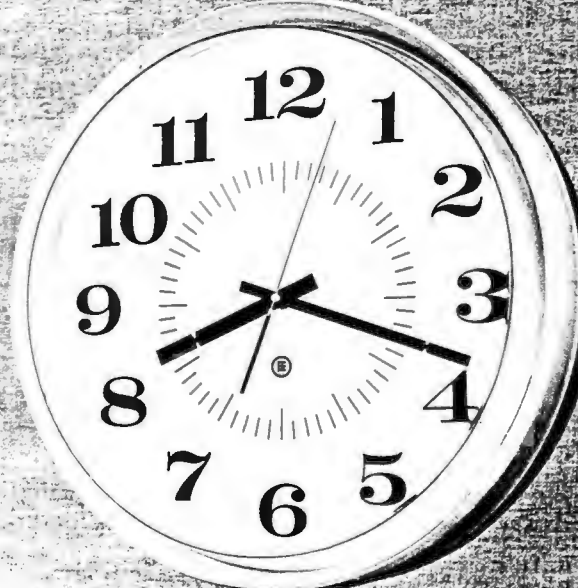
501A-19



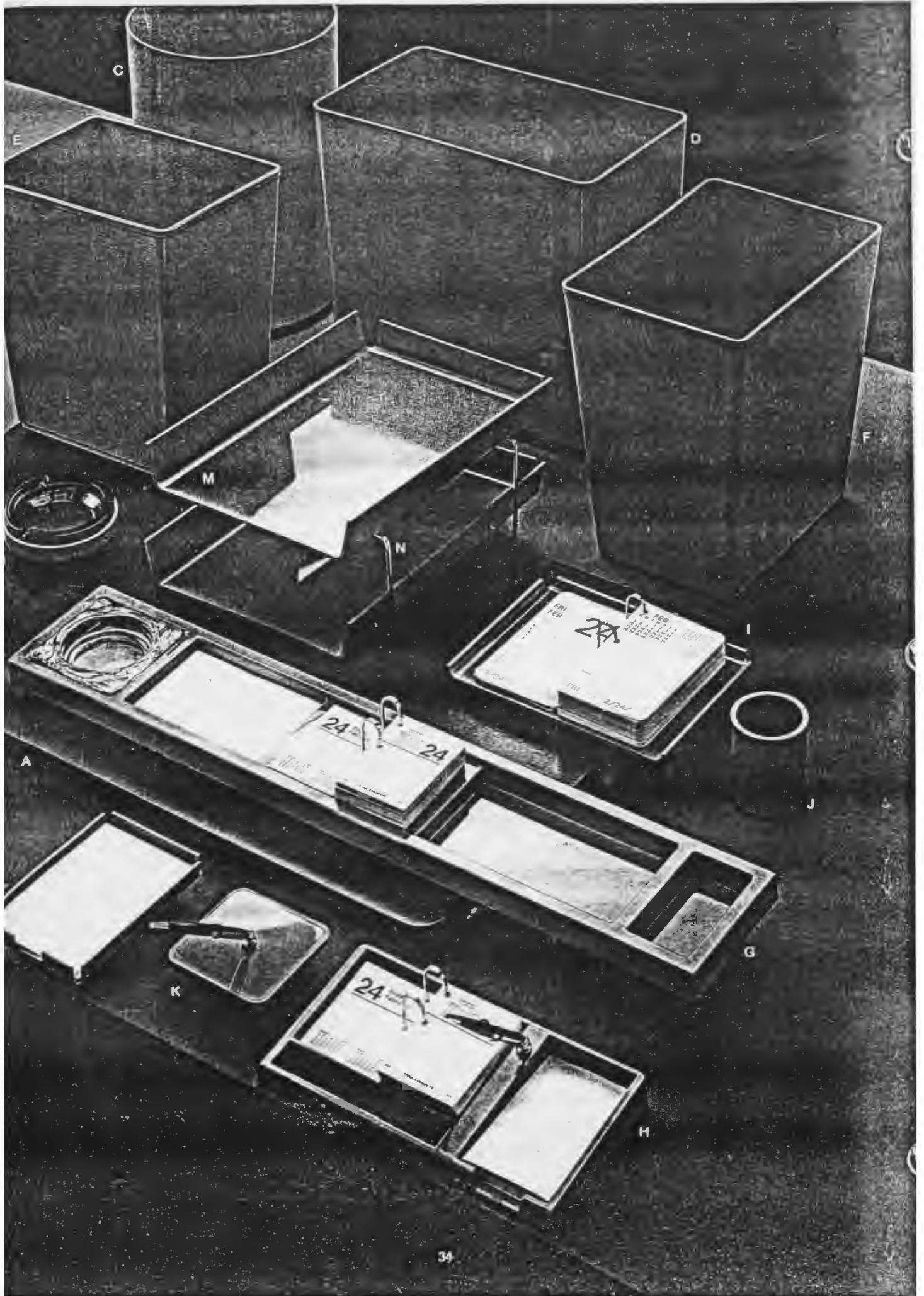
500H-8



500C-10



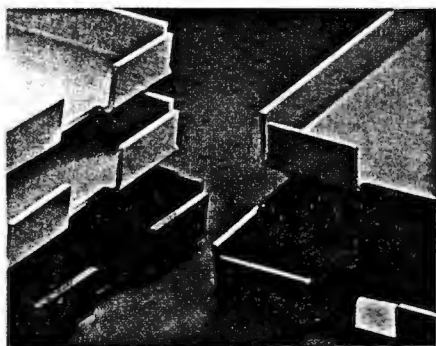
500B-13



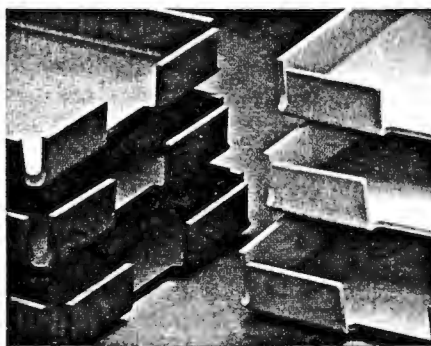
Action 2300 Series

Designed for the general office. Competitively priced. Molded of virtually unbreakable Cyclac used for today's telephones and football helmets. Unique

styling standardized upon by some of America's largest corporations. Now available in Designer Matte Finishes.



Standard colors (other than orange): left: Desert Beige (08), Tan (07), Char Brown (10); right: Shale Grey (12) and Black (01).



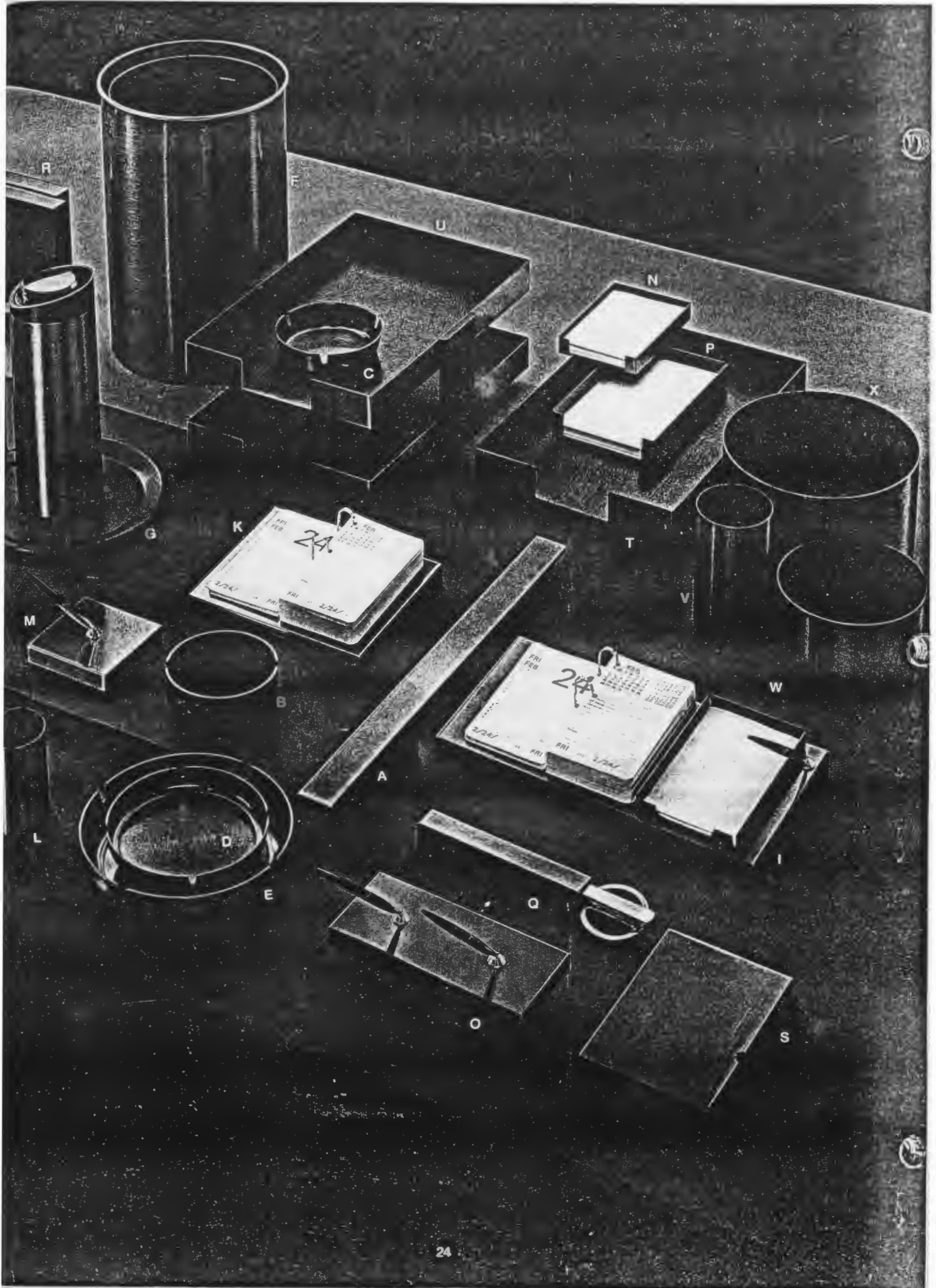
Custom Designer Matte finishes: left: Mauve Mist (16), Bone Grey (18), Claypot (13); right: Rust (14), Hunter Green (17) and Burgundy (15).

Description	Catalog Number	Colors												
		Black	Orange	Tan	Desert Beige	Char Brown	Shale Grey	Claypot	Rust	Burgundy	Mauve Mist	Hunter Green	Bone Grey	
A. Desk Pad B. Linoleum. 17" x 23". 2 lbs. 1 oz.	2100--	01					10							
A. Desk Pad C. Linoleum. 20" x 34". 3 lbs. 10 oz.	2101--	01					10							
B. Ash Tray with glass Liner. 4 1/4" dia. 11 oz.	2305--	01	04	07	08	10	12	13	14	15	16	17	18	
→ C. Round Wastebasket. 10" dia. x 15" h. 3 lbs. (See details p. 37)	2310--	01	04	07	08	10	12	13	14	15	16	17	18	
D. Rectangular Wastebasket. 8 1/2" x 13 3/4" x 15". 4 lbs. (See details p. 37)	2311--	01	04	07	08	10	12	13	14	15	16	17	18	
E. Rectangular Wastebasket. 7 1/2" x 10 3/4" x 12 1/2". 3 lbs. 12 oz. (See details p. 37)	2314--	01	04	07	08	10	12	13	14	15	16	17	18	
F. Rectangular Wastebasket. 8 1/2" x 11 3/4" x 12 1/2" h. 3 lbs. 8 oz. (See details p. 37) (Also available in White)	2315-- 231505	01	04	07		10								
G. Desk Organizer. 5 3/8" x 30". 2 lbs.	2324--	01	04	07	08	10	12	13	14	15	16	17	18	
H. Combination Unit. 01629AA Pad and Duk-it pen included. 10 3/4" x 5 3/4". 1 lb. 1 oz.	2372--	01	04	07	08	10	12	13	14	15	16	17	18	
→ I. Book Calendar with #78 Pad. 6 3/4" x 9 1/2". 1 lb.	2378--	01	04	07	08	10	12	13	14	15	16	17	18	
→ J. Pencil Cup. 2 3/4" dia. x 3 1/2" h. 4 oz.	2381--	01	04	07	08	10	12	13	14	15	16	17	18	
K. Single Pen Set with Duk-it pen. 4" sq. 7 oz.	2984--	01	04	07	08	10	12	13	14	15	16	17	18	
→ L. Memo Box. 4" x 6". 4 oz.	2387--	01	04	07	08	10	12	13	14	15	16	17	18	
→ M. Letter Tray. 10 1/8" x 13 3/4" x 1 1/8". 13 oz.	2399--	01	04	07	08	10	12	13	14	15	16	17	18	
N. Stacking Brackets for Letter Tray. 5 oz. Satin Chrome.	234939													

Most custom colors can be matched. Send swatch with request for quote. Minimum order is 10 per item. Please allow 6 to 8 weeks for delivery.

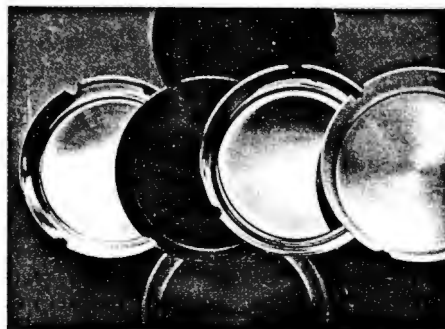
Items marked in red are on the Fast Accessories Shipment program. See inside back cover for details.

When ordering an item, be sure to add the 2 digit color number to the blank spaces in the 4 digit catalog number. For example, to order a Desk Pad (catalog number 2100--) in Char Brown (color number 10), join the two numbers together. The correct number should read 210010.

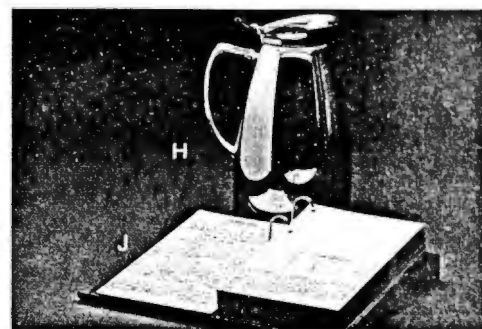


Executive 6000 Series

Our best selling executive collection. Crafted with care and expertly plated in seven classic finishes: Satin Brass or Aluminum, Mirror Stainless or Brass, Black Anodized, and Antique Brass or Bronze (pictured left). A prestigious line for discriminating tastes. Its sleek, classic styling graces fine furniture the world over.



Black Anodized (top), Mirror Brass, Antique Brass, Mirror Stainless, Satin Brass, Satin Aluminum (bottom).



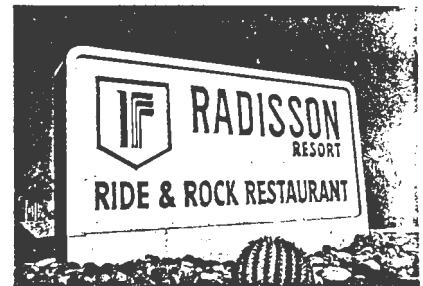
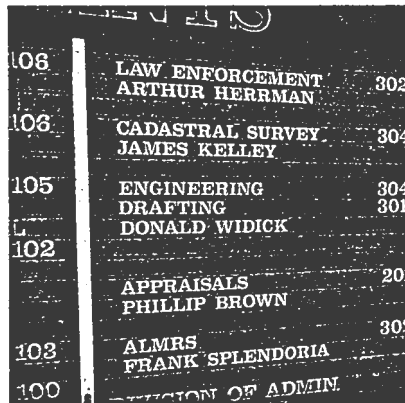
Special 32 oz. carafe, available in Mirror Stainless only, and new Heinz Calendar Base.

Description	Finishes						
	Satin Aluminum	Black Anodized	Satin Brass	Antique Bronze	Antique Brass	Mirror Brass	Mirror Stainless
A. Desk Pad C. Black Linoleum. 20" x 34". 6 lbs. Same as above. Brown Linoleum.	600001	610001	630001 630012	640001 640012	650001 650012	660001 660012	680001
A. Desk Pad D. Black Linoleum. 24" x 38". 7 lbs. Same as above. Brown Linoleum.	600051	610051	630051 630062	640051 640062	650051 650062	660051 660062	680051
B. Heavy Gauge Round Ash Tray. 4½" dia. 16 oz.			630200	640200	890200		
→ C. Round Ash Tray. 5" dia. 11 oz.	600500	610500	630500	640500	890500	660500	680500
D. Round Ash Tray. 6" dia. 14 oz.	600600	610600	630600	640600	890600	660600	680600
E. Large Round Ash Tray. 8" dia. 19 oz.	600800	610800	630800	640800	890800	660800	680800
F. Round Wastebasket. Without Liner. 9" dia. x 15" h. 6 lbs. → Same as above. With Liner.	240900 241000	270901 271001	630900 630921	640900 640921	650900 650921	660900 660921	680900 680921
G. Heavy Gauge Tubular Carafe with Tray. 24 fl. oz. capacity. 6 lbs.	606900	616900	636900	646900	896900	966900	926900
H. Carafe without Tray. 32 oz. capacity. 2 lbs. 6 oz.							687000
I. Combination Unit with #78 pad. Provision for a Sheaffer pen. 6¾" x 14". 5 lbs.	607221†	617221†	637221†	647221†	657221†	667221†	687221†
J. Heinz Calendar Base. No pad. 8¾" x 10¼". 1 lb. 4 oz.	247500	277501	637500	647500	657500	667500	267500
→ K. Book Calendar with #78 pad. 6¾" x 8½". 2 lbs. 14 oz.	607600	617600	637600	647600	657600	667600	687600
→ L. Pencil Cup. 2½" dia. x 4". 7 oz.	248100		638100	648100	658100	668100	268100
M. Single Pen Base with provision for Sheaffer pen and socket. 4" x 4". 1 lb.	608422†	618422†	638422†	648422†	658422†	668422†	688422†
N. Small Memo Box. 4" x 6". 12 oz.	608701	618701	638701	648701	658701	668701	688701
O. Double Pen Base with provision for Sheaffer pens and sockets. 3½" x 8". 1 lb. 13 oz.	608822†	618822†	638822†	648822†	658822†	668822†	688822†
→ P. Large Memo Box. 5" x 8". 1 lb. 6 oz.	608900	618900	638900	648900	658900	668900	688900
Q. Library Set with scissors and letter opener. 1" x 1" x 9¾". 1 lb.	609300	619300	639300	649300	659300	669300	689300
R. Book Ends. 5½" x 8½". 4 lbs. 4 oz.	609500	619500	639500	649500	659500	669500	689500
S. Telephone Index. 5¼" x 8¼". 2 lbs. 1 oz.	609810	619810	639810	649810	659810	669810	689810
T. Single Legal Letter Tray. 10" x 15". 4 lbs.	609900	619900	639900	649900	659900	669900	689900
→ U. Double Legal Letter Tray. 10" x 15" x 5¾". 8 lbs. 6 oz.	609921	619921	639921	649921	659921	669921	689921
V. Desktop Vase. 3" dia. x 6" h. 14 oz.				192252	192251	192253	192250
W. Desktop Planter. 6" dia. x 4¼" h. 1 lb. 9 oz.				192552	192551	192553	192550
X. Desktop Planter. 8½" dia. x 5¾" h. 3 lbs. 2 oz.				192752	192751	192753	192750

†Pens and Sockets not included in pen bases. Choose Sheaffer pens and sockets from page 66 in the current price book.

Items marked in red are on the Fast Accessories Shipment program. See inside back cover for details.

Most special finishes can be matched. Send swatch with request for quote. Minimum order is 10 per item. Please allow 6 to 8 weeks for delivery.



DIRECTORIES

Kroy® Directories are the most versatile on the market today. Our unique, patented interlocking strip system ensures your directory will look crisp and new for years to come.

Like all Kroy® Signs, Kroy Directories can be easily opened (but only by those who should be opening them) and quickly updated.

Directory Design Features:

- Special interlocking strip system
- Metal or wood frames
- Internal or external headers
- Clear or non-glare lenses

Frame Materials and Colors:

- Metal: Black, Architectural Bronze
- Wood: Light, Medium, Dark

Insert Colors:

- Black, Brown, Beige

Frame Sizes:

- 9"x 24", 12"x 18", 18"x 24", 24"x 36"

Custom directories (see photo above) are also available.

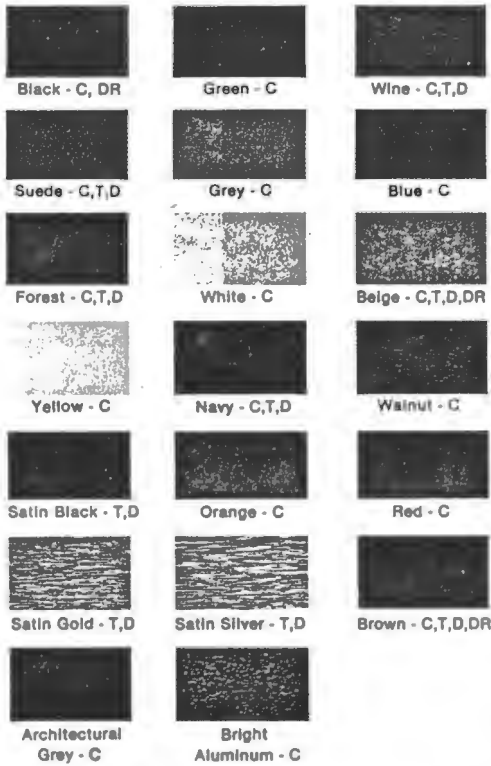
DIMENSIONAL LETTERING

Kroy offers dimensional lettering both for interior and exterior usage in a wide variety of materials to maintain a consistent theme throughout your facility.

EXTERIOR SIGNAGE

Exterior signage is an integral part of any signage program. Any style or size is possible—to suit your individual needs. Kroy can turn your exterior sign idea into a reality.

INSERT COLORS



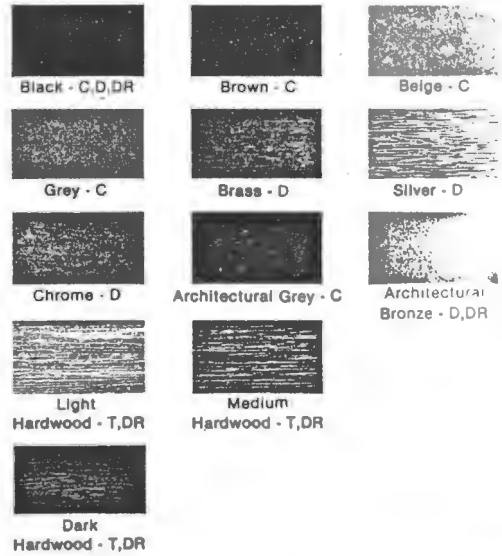
INSERT COLOR AND FRAME COLOR KEY:

C = Contemporary
 T = Traditional
 D = Designer
 DR = Directories

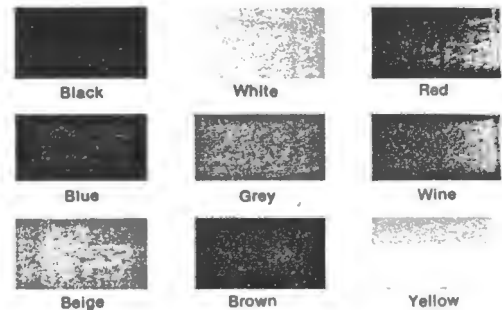
STANDARD TYPESTYLES

Helvetica Medium
 Optima Semi Bold
 Clarendon Medium
 Eurostile

FRAME COLORS



LETTERING COLORS



MOUNTING METHODS

You can fasten your Kroy® Signs with a number of different mounting methods: Adhesive Squares, Hook and Loop, Fabric Pins, Magnetic, Screw Mounting, Silastic Adhesive, Modular Furniture Brackets and Flag Brackets. Other methods are also available—contact your Kroy Signage Consultant for further details.

SYMBOLS, LOGOS AND TYPESTYLES

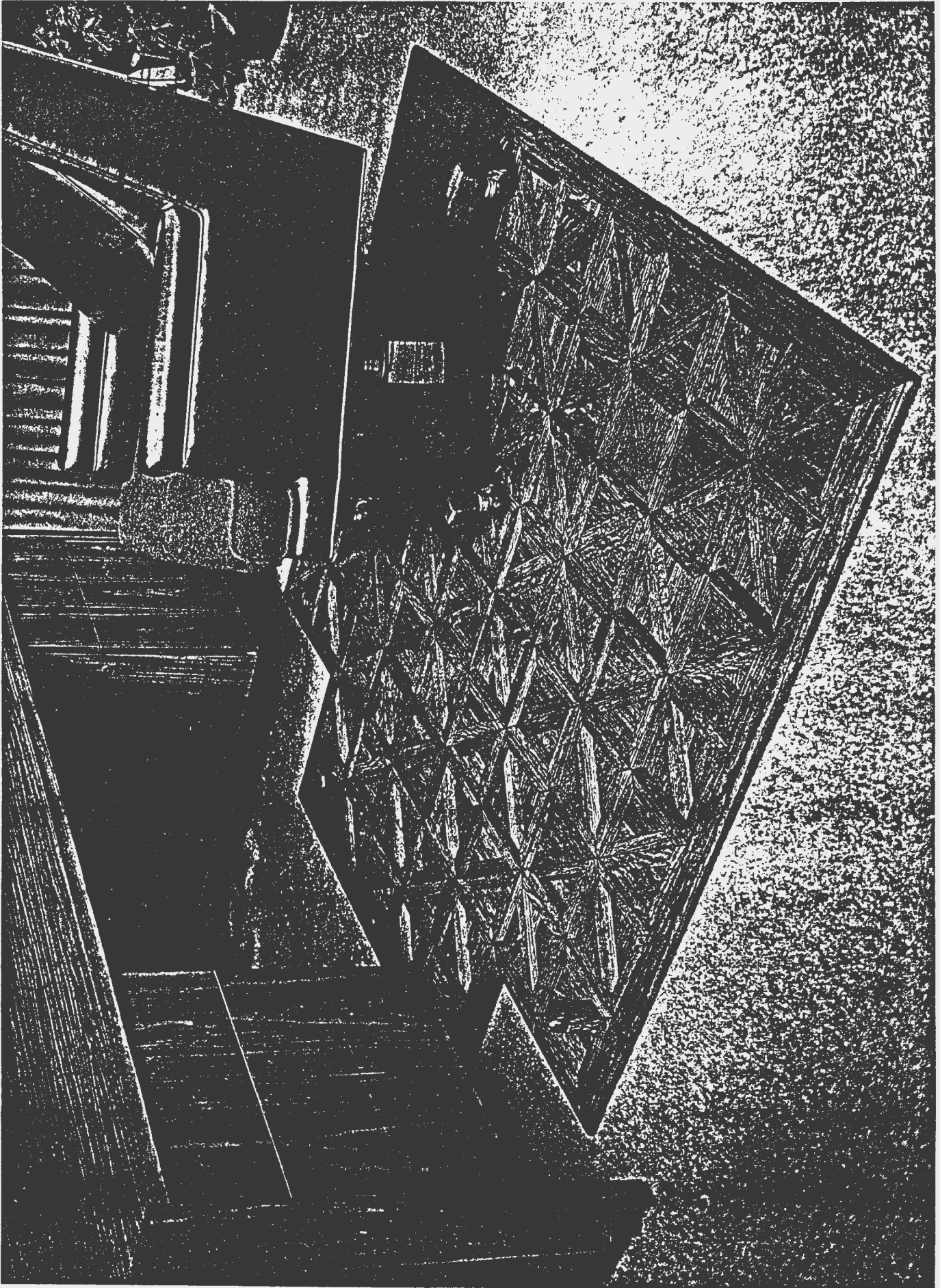
Most international symbols are available. For custom logos, symbols and typesstyles, contact your Kroy Signage Consultant.

KROY

Signage Systems

CONNIE FAIRBROTHER
 (CONSULTANT)

7645 East Evans
 Scottsdale, Arizona 85260
 (602) 951-1593 1-800-521-4997



modal RT45/WI 3&C0

EXCITIVE SERIES

Design Coat Hanger

- a wall sculpture



The coathanger is a symbol of modern Danish design, a highly developed and refined product in light-colored wood from the Danish beech forests. Furniture architect Roald Steen Hansen designed the hanger and its matching support to form a unit.

The wall-button is turned from solid beech and fitted with a concealed support that attaches easily and firmly to a wall. The hanger can also be placed on a sturdy wooden support. It is a personal hanger - for you and your guests.

Further information and quotation:

WORLD PICTURES . 8, Martinsvej . DK-1926 Copenhagen V . Tel. 011-45-01-37 00 44
or WORLD PICTURES, USA . P.O.Box 305 . Racine, Wisconsin 53401 . Tel. (414) 633-6345

