NYU Design Standards and Guidelines: Design Excellence, Efficiency, Sustainability

Development and content by:
- Strategic Assessment, Planning and Design
- Office of Energy, Engineering and Technical Services

Additional Assistance by:
- Office of Construction Management
- Public Safety
- Information Technology Services
- Campus Media
- Housing and Auxiliary Services
- NYU Purchasing
1. Consolidate University design requirements in single document;

2. Provide clear and accessible requirements for architects, Project Managers and stakeholders;

3. Support and promote Design Excellence and improve operational efficiency to reduce design, construction and operating costs;

4. Reflect NYU’s environmental commitments by establishing achievable sustainable design at all levels.
Introduction

**Goals**

1. Better use of Architects’ design efforts; Allows focus on distinctive spaces;

2. Establishes a planning framework for quick test-fits and estimates;

3. Establishes a contractual obligation for consultants for quality and performance;

4. Less design time needed for typical projects resulting in lower and more predictable design fees and costs;

5. Facilitates achievement of University’s sustainability goals to conserve energy, reduce operating expenses, demonstrate commitment to sustainability.
1. Design standards provide limited set of tools but do not limit their creative use;

2. Resources can be reserved for public spaces and features for best return on design investment;

3. Design time may be dedicated to special features and unique design opportunities for all projects.
Introduction

Goals

Benefits

Peer Institutions

Universities

- Yale University
- Cornell University
- Princeton University
- University of Pennsylvania
- Stanford University
- University of Virginia

Agencies

- City of New York, Department of Design and Construction
- School Construction Authority
- New York State High Performance Schools Guidelines
- US General Services Administration Design Excellence Program
Introduction

Goals and Benefits

Peer Institutions

Mission and Audience

Format and Content

Introduction

- Goals of the document
- How to use the document

Design Standards (*Compliance is REQUIRED*)

- Architectural Design Standards
- Engineering Standards
- Space Standards
- Required Performance targets and preferred products where appropriate
- All standards include sustainability requirements

Additional Design Guidelines (Optional)

- Glossary of Terms and References
- Historic Preservation Guidelines
- Landscaping Guidelines
- Additional sustainable resources
Overview of Space Standards

1. Space prototypes comply with ADA requirements and use standard furniture modules;

2. Dimensions are based upon typical structural grid and window spacing common to many NYU buildings;

3. Required finishes and features are provided on a single page for easy reference by stakeholders and architects;

4. Space prototypes are used in programming and planning studies as a tool to determine space allocation;

5. Space assignments are determined by use, not rank;

6. Standards are enforced by SAPD in evaluating space requests and proposed test fits.
Offices are of uniform sizes and may be reassigned and reconfigured easily:
Standard Faculty Office

1. Size: 125 sf (12’-6” x 10’-0”)
2. Finishes:
   1. Walls: Painted gypsum board
   2. Floors: Carpet (tile or broadloom)
   3. Ceiling: Lay-in acoustic ceiling tile
3. Furniture and Equipment:
   1. Standard 3’-0” x 5’-0” desk with credenza or return
   2. Executive chair and two visitor chairs
   3. Wall mounted book shelves (20 l.f.)
   4. (1) 48” lateral file and (1) desk file unit
4. Features:
   1. Direct or indirect natural light
   2. Window roller shade
   3. Coathooks, keyboard trays, tackable wall surface, task light
   4. Light switch with occupancy sensor and manual override
Standard Administrative Office

1. Size: 125 sf (12’-6” x 10’-0”)
2. Finishes:
   1. Walls: Painted gypsum board
   2. Floors: Carpet (tile or broadloom)
   3. Ceiling: Lay-in acoustic ceiling tile
3. Furniture and Equipment:
   1. Standard 3’-0” x 5’-0” desk with credenza or return
   2. Executive chair and two visitor chairs
   3. (2) 48” lateral file & (1) desk file unit
4. Features:
   1. Direct or indirect natural light
   2. Window roller shade
   3. Coathooks, keyboard trays, tackable wall surface, task light
   4. Light switch with occupancy sensor and manual override
Key Features

**Standard Faculty/ Admin. Workstation**

1. Size: 120 sf (12’-0” x 10’-0”)
2. Standard partitions with integral power in a range of finishes and heights; plan based on dimensions of standard furniture systems by multiple approved manufacturers
3. Furniture and Equipment:
   1. 30” wide “L” shaped desk with 24” side credenza and shelf above
   2. Executive chair and two visitor chairs
   3. Book shelves (20 l.f.)
   4. (1) 48” lateral file and (1) desk file unit
4. Features:
   1. Coathooks, keyboard trays, tackable wall surface, task light
   2. Easy to reconfigure as necessary
Standard Admin./Clerical Workstations

1. Sizes/Types:
   A. 80 sf single (8’-0” x 10’-0”)
   B. 80 sf double (8’-0” x 10’-0”)
   C. 64 sf single (8’-0” x 8’-0”)
   D. 48 sf single (8’-0” x 6’-0”)
   E. 36 sf single (6’-0” x 6’-0”)
   F. 30 sf single (5’-0” x 6’-0”)

2. Standard partitions with integral power in a range of finishes and heights; plan based on dimensions of standard furniture systems by multiple approved manufacturers

3. Furniture and Equipment:
   1. 30” desk some with 24” side credenza and shelf above
   2. Standard office chair
   3. Min. (2) desk file units
General Purpose Classrooms

1. Sizes/ Types:
   A. Small: under 500 sf, 8-16 students
   B. Medium I: 500 sf, 16-30 students
   C. Medium II: 600 sf, 20-40 students
   D. Medium III: 750 sf, 30-50 students
   E. Large: 900 sf, 32-65 students

2. Features and finishes
   1. White boards and retractable screens
   2. Lectern with A/V and lighting controls
   3. 3-zoned lighting with pre-set controls
   4. Ceiling mounted projector
   5. Blackout shades if necessary
   6. Phone for security and A/V support
   7. Coat hooks, abuse-resistant painted walls
   8. Carpet tiles for acoustic performance

3. Furniture:
   1. Tablet arm chairs with solid backs and large tablets for laptops; -or-
   2. 2-person tables for easy reconfiguration
Selection Criteria for Standard Finishes

- **Availability and lead time:**
  Products are widely available and distributed; multiple sources/manufacturers are acceptable; no long lead items

- **Cost**
  Consideration has been given to both first cost and life cycle cost; no premium grades have been selected except where high traffic warrants upgrade

- **Durability**
  Products have been selected for durability especially in high traffic areas

- **Environmental performance**
  Product contain no or low volatile organic compounds (VOCs) and other hazardous materials; where possible, recycled content is required

- **Maintenance and Operations**
  Product selection assumes standard cleaning and maintenance regimen
**Student Housing:**
- Floors: VCT
- Walls: Painted gyp. board
- Ceilings: Painted concrete/Acoustic Ceiling Tile
- Bathrooms: Ceramic Tile
- Corridors: Carpet
- Lighting: Compact fluorescent sconces

**Administrative and Faculty Offices:**
- Floors: Carpet
- Walls: Painted gyp. board
- Ceilings: Acoustic Ceiling Tile
- Lighting: Standard lay-in fluorescent

**Academic Spaces**
- Floors: Carpet
- Walls: Painted gyp. board; acoustic treatment where needed
- Ceilings: Acoustic ceiling tile with gyp. Board soffits at teaching wall
- Corridors: VCT
- Lighting: 3-zoned standard fluorescent

**Notes:**
1. Alternatives to VCT that demonstrate equal operational performance and cost with improved environmental performance may be submitted.
2. Carpet may be carpet tile or broadloom based on space dimensions.
Introduction

Key Features

Space Standards
Architectural Finishes
Furniture Standards

Student Housing:
- Single beds & mattresses, desks, desk lamps, chairs
- Lounge Furniture
- Tables, carrels and other items for Student Life spaces
- Compliance with all fire safety requirements

Administrative and Faculty Offices:
- Range of options from standard product lines (Steelcase “Answer” and “Elective Elements 6” lines); no custom materials or features
- Standard desks in various configurations based on functionality, office type, dimensional constraints
- Standard files in various sizes and configurations
- Standard office and visitor chairs and side tables

Academic Spaces
- Student chairs/ tablets (Herman Miller “Caper”)
- Tables
- Fixed seating for auditoria and large classrooms
- Teaching tables and lecterns
- Compliance with all fire safety requirements
New Construction and Major Renovations:

- LEED Silver Certification is a requirement for all NYU projects

Partial Renovations:

- Projects are required to meet the LEED Certified level of sustainability; certification is recommended but not a requirement
Introduction

Key Features

Space Standards
Architectural Finishes
Furniture Standards
Sustainability Requirements

What LEED is:

- Developed by the US Green Building Council (USGBC), The LEED (Leadership in Energy and Environmental Design) Rating System is the nationally accepted benchmark for the design, construction and operation of high performance green buildings.

How LEED works:

- The USGBC has developed a checklist of sustainable attributes, including certain prerequisites, that can demonstrate a building’s overall level of environmental performance
- Categories are comprised of critical environmental metrics such as energy savings, water efficiency, improved indoor air quality and stewardship of resources

What LEED is not:

- LEED is not a prescriptive tool; it sets the performance requirement, but not the means of achieving it.
Sustainable Design at NYU:

Projects currently in Design or construction that are expected to attain LEED certification:

- Gallatin School, 715 Broadway
- Law Centers, 22 Washington Square North
- Law School Offices, 133 MacDougal Street
- Center for Academic and Spiritual Life, 58 Washington Square South
- Stern School of Business, Tisch Hall, Upper and Lower Concourse Renovation
Costs and Benefits of LEED

Costs associated with LEED certification

- Design Standards – add no construction cost
- LEED Silver Standards – can be achieved with no additional costs for academic buildings
- LEED certification and design fees – ranges from 1% to 1.5% of direct construction cost

Benefits of LEED certification

- Nationally recognized standards are understood by all project participants
- Provides assurance that University’s environmental performance and sustainable goals are being met or exceeded within envelope of proven and available standard products and practices
- Community Relations/ Donor Interest
Costs and Benefits of LEED Peer Review and Pilot Project

- 58 Washington Square South is serving as a pilot project to identify strengths and problems in the document and assess its usefulness. A Peer Review of the Standards conducted by Jones Lang LaSalle in November, 2008 and concluded that the Standards are “well organized and effective” in supporting the University’s efficiency and cost goals.

- All comments from University stakeholders and the peer review have been incorporated into the final draft.

- Designing projects to LEED Silver standards does not appear to add construction cost, and is increasingly seen to yield long-term savings.
Updates to the Standards

- Standards will be updated bi-annually as technologies and products evolve
- Adjustments will be made on the basis of Cost/Benefit Analysis, client and other input, and operational feedback
- A Design Council with representatives of the Dean’s Council, AMC, FMC, IT, Public Safety and SAPD will review and recommend all changes

Future Editions

- Additional Space Standards, e.g. teaching and research labs, dining facilities
- Additional Performance Specifications
- Standard detail drawings for walls, ceilings, windows and doors, millwork and signage
Purchasing Standards

SAPD and NYU Purchasing are jointly finalizing Purchasing Standards for commonly used materials and products ordinarily provided by the contractor. This will:

- Reduce consultant fees, in a range of 2 to 5%
- Eliminate contractor’s markup, up to 20%
- Improve vendor service by increasing volume
- Reduce NYU management time

For certain products additional savings may be realized by negotiating agreements based on sole source or volume purchasing, in the range of 1 to 3%.

Materials under consideration include:

- Carpet
- Fluorescent Lighting
- Signage
- Acoustic Ceiling Tile
- Paint
- Bathroom fixtures
- Window treatment
- Classroom accessories
Introduction

Key Features

Summary Information

Costs and Benefits of LEED
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Additional Cost Savings:
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  Distinctive Design