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## UC Hastings College of the Law

333 Golden Gate Avenue Programming

09.22.2015

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### OVERVIEW:

This document is intended to serve as a foundation for the gathering and consolidation of information with regards to the programming of 333 Golden Gate Avenue. The programming document compiled by MKThink will be composed of the following four components:

#### **1.) QUANTITATIVE PROGRAM**

#### **2.) DESIGN STANDARDS (GENERAL)**

- a. Classrooms
- b. Administrative Spaces
- c. Meeting Rooms

#### **3.) DESIGN GUIDELINES (SPECIFIC)**

- a. Identified Departments
- b. Identified Functions

#### **4.) FUNCTIONAL REQUIREMENTS**

- a. Connectivity
- b. Stacking Priorities
- c. Environmental Conditions
- d. Technologies
- e. Building Systems
- f. Sustainability/Greening

The majority of information will be collected and refined through an open dialogue between workgroups, MKThink, and any additional stakeholders who have been identified as key contributors. In most cases, MKThink will compile an initial draft that workgroups will respond to as we work together to develop programmatic guidelines that will satisfy the needs of UC Hastings' students, faculty, and staff. Throughout the process, workgroups are encouraged to identify key stakeholders for relevant feedback.

## 1.) QUANTITATIVE PROGRAM:

The first section of the program document addresses the quantitative allocation of the building square footage across the required room and space types. The primary goal of the quantitative program is to provide a replacement for all programs currently housed in 198 McAllister that are being displaced. Information regarding specific departments or locations will be accounted for in Section 3 of this document.

The quantitative program will be broken down into two sub-sections:

- Shared Spaces (e.g. classrooms, meeting rooms, and lounges)
- Dedicated Spaces (e.g. offices)

Data for this section will combine information about existing spaces currently housed in 198 McAllister and the design standards developed in Section 2.

The questions being asked of the workgroups for Section 1 are as follows:

- *Teaching Spaces Workgroup:*
  - Review initial findings from Utilization and Occupancy Study:
    - What are the appropriate size buckets in terms of target seating capacity for the classroom types (e.g. Extra Small, Small, Medium, Large, and Extra Large)?
    - How many of each classroom type is needed?
- *Administrative Spaces Workgroup:*
  - Headcount (with current positions and departments) of all administrative employees and faculty members currently housed in 198 McAllister
  - Review of proposed office types with a focus on assigned square footage

## 2.) DESIGN STANDARDS:

This section covers the design standards for the general programs that will be located in 333 Golden Gate Ave. Specifically, it includes design standards for classrooms, offices, and meeting rooms.

Standards will included:

- Room Types (sizes and dimensions)
- Recommended Furniture
- Technology and Equipment
- Utilities
- Materials and Finishes
- Environmental properties (lighting, acoustics, ventilation)
- Room diagrams showing dimensions, locations of FF&E, other relevant room data

Workgroup input required:

- **Teaching Spaces Workgroup:**
  - Review and discuss draft classroom design standards provided by MKThink
    - The initial draft will serve as a foundation to start a discussion around the design the classroom spaces
- **Administrative Spaces Workgroup:**
  - Review and discuss draft office design standards provided by MKThink
    - The initial draft will serve as a foundation to start a discussion around the design the administrative spaces
  - Review and discuss draft meeting room design standards provided by MKThink
    - The initial draft will serve as a foundation to start a discussion around the design the meeting rooms

### **3.) DEPARTMENTAL/FUNCTIONAL GUIDELINES:**

If UC Hastings chooses to identify specific departments or functions for inclusion/relocation to 333 Golden Gate Ave, their specific design requirements will be captured in this section. Possible departments/functions for inclusion are: Security, CFO, Legal, Conferencing Center, Rooftop Gathering Space

For each identified department/function, Guidelines in this section will cover:

- General program description
- Specific quantitative program
- High-level space organization model diagram
- Desired adjacencies to other programs
- Desired department position in building (*if critical to program operation*)

Data for this section will be collected by the workgroups on a case-by-case basis as departments and functions are identified by UC Hastings. MKThink will provide guidance (such as draft questions or interview guides) for workgroups as needed.

#### **4.) FUNCTIONAL REQUIREMENTS:**

This section will contain all the additional functions and requirements of the new building that are not captured in the first three sections and provide additional comprehensive detail.

The subsections in Section 4 will be:

- Functions
  - Connectivity: Campus flow, specific connections to 200 McAlister
  - Stacking Priorities: Preferred locations within the building for certain space types
  - Environmental Conditions: Acoustics, light, ventilation
- Requirements
  - Technologies
  - Building Systems
  - Sustainability/Greening

##### ***Connectivity:***

- This section will address the way in which the new building connects to the campus overall as well as how it directly connects with 200 McAllister.
- MKThink will draft this section based on prior input from the UC Hastings community, ongoing dialogue with the workgroups, and existing best practices. The draft will be distributed to and refined by the workgroups.

##### ***Stacking Priorities:***

- This section will address how programs should be stacked in the new building. That is, recommendations for which programs go on the lower, mid, and top floors of the new building. Additionally it will make general recommendations for floor plate combinations (e.g. all offices/classrooms, or mixed).
- MKThink will draft this section based on prior input from the UC Hastings community, ongoing dialogue with the workgroups, and existing best practices. The draft will be distributed to and refined by the workgroups.

##### ***Environmental Conditions:***

- This section will outline the desired environmental qualities of the building with regards to:
  - Natural light
  - Acoustic Standards
  - Climate Control
  - Material Preferences
  - Artificial Lighting
- MKThink will draft this section based on prior input from the UC Hastings community, ongoing dialogue with the workgroups, and existing best practices. The draft will be distributed to and refined by the workgroups.

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***Technology (contact: Martin Pacholuk):***

- This section will provide a summary of the technology requirements for each program.
- MKThink will draft this section based on existing UC Hastings' requirements, preferences, and desires. The draft will be distributed to and refined by the workgroups.

***Building Systems (contact: Sunny Dhamrait):***

- This section will provide a summary of the building system preferences for the new building.
- MKThink will draft this section based on existing UC Hastings' requirements, preferences, and desires. The draft will be distributed to and refined by the workgroups.

***Sustainability/Greening (contact: Chuck Marcus and Kasey Asberry):***

- This section will address the sustainability standards that the new building will follow.
- The *Community Space, Greening, and Sustainability Workgroup* will make initial recommendations that MKThink will compile and articulate into an initial draft, which will be distributed to and refined by the workgroups.