AGENCY SPECIFIC REQUIREMENTS (ASR)

FEDERAL DEFENDER'S OFFICE
EL PASO, TX

GENERAL

The Federal Public Defender Office provides counsel to people charged with federal criminal offenses who are financially unable to obtain adequate private representation.

The Federal Public Defender Office functions as an independent law office, it must be readily accessible to clients during and after normal working hours and must provide the appearance of a dignified and professional law office. The office requires public access to its reception area; restricted access for office staff must be provided during both day and evening hours.

The Federal Public Defender Office must be distanced from the Office of the U.S. Attorney, USMS, U.S. Probation Office, Pretrial Services Office, Bureau of Prisons and any other law enforcement agency. This separation is important due to the different role the Federal Public Defender plays in the legal process. The Federal Public Defender is seeking 13,101 USF (16,817 RSF). The Federal Public Defender leased space shall be within walking distance of the Albert Armendariz Sr. United States Courthouse, where they principally conduct business.

The Federal Defender Office shall be located on the second floor of the building or above. Office space must be contiguous, self-contained, and the public may not access space without authorized entry at the reception area door.

SECURITY

The screening counter in the reception area should be a built-in, stand-up counter. Additionally, duress alarm devices must be placed at the reception/public counter, the Federal Public Defender's office and selected inner areas, depending on the layout of the offices. This area should also restrict access of the general office areas to authorized personnel only, by means of a card reader or keypad.

Offices, conference room, server room, IT switch closet, work room, file storage room, and the local area network room should either be keyed, card reader or keypad accessible.

The main entry shall have a USMS Entry Control Package (ECP) consisting of these components: unobtrusive camera at the exterior, entry intercom, electric strike door latch. Connected to these at the reception desk will be a camera monitor, intercom, and a door release device. The equipment will be furnished and installed by the USMS. Other monitors, intercoms, and door releases will be required depending on the selected space.

Coordinate with the US Marshals Service (USMS) and provide the infrastructure (electrical & communications) boxes, conduits, and power for USMS's sub-contracted provision of and installation of duress (see first bullet point above), entry control, and perimeter security systems.

PARKING SPACE

The Federal Public Office requires 43 secured reserved structured parking spaces.
Parking spaces would be utilized for judges, court unit executives, and staff using personal vehicles office business.

ACOUSTICS

All office and conference rooms must be designed to provide acoustic confidentiality.

All slab-to-slab partitions to be 5/8" drywall, taped, 'mudded' each side and caulked at the base and top of the wall with acoustical batt insulation at full height.

Provide sound gaskets on all office doors, 2' overlay of sound batts over walls, above ceiling for all offices, sound attenuation in duct work for all offices and conference rooms

DESIGN/FINISH

It is preferred that the main reception area be adjacent to the open secretarial area. It is also preferred that the main conference room be near the reception area.

Any means of access to the local area network room and IT switch closets through the ceiling plenum, pipe chase or other similar spaces must be eliminated. The construction of walls will extended from structural floor deck to structural ceiling or roof deck with fire-rated conduits.

The exhibit storage, client property storage and supply storage rooms should all have space for adjustable-height, open shelving.

All doors will be solid core wooden doors not less than 1.75 inches thick, hung in 16-gauge steel frames. All perimeter doors will be secured with dead bolt locks.

All walls should be a 5/8-inch gypsum board with paint finish except for the main conference room which will have vinyl wall covering or paint, to be selected by the tenant.

The carpet should be commercial grade wall-to-wall carpeting or commercial carpet squares, to be selected by the tenant.

SPACE DESIGN:

Federal Public Defender				
Western District of Texas				
El Paso Space Design for 13,101 USF (16,817 RSF)				
	Description	#	Aproximate Square Feet per Room	Aproximate Square Feet Total
1	Executive Office w/private conference room	1	400	400
2	Supervisory Attorney Offices	2	225	450
3	Line Attorney Offices (includes 2 spare)	19	200	3,800
4	Support Staff Offices (includes 2 spare)	13	160	2,080
5	Large Training/Conference Room	1	676	676
6	Server Room	1	300	300
7	IT Switch closets	2	24	48
8	Work Room	1	300	300
9	Break room	1	529	529
10	File Room	1	225	225
11	Receptionist area w/pass thru window	3	160	480
12	Lobby / Waiting Room	1	160	160
13	Area for modular cubicles (includes 4 spare)	16	81	1,296
14	Circulation space	1	2,357	2,357
			TOTAL	13,101

NETWORK/SERVER ROOM AND SWITCH CLOSETS:

- The Federal Defender space requirement includes a 300 USF computer room with 24/7 cooling at temperatures ranging from 68-70 degrees.
- Provide dedicated, supplemental A/C in the server room with tenant sub-meter and thermostat. A/C in the server room shall be maintained by the lessor.
- The maximum heat load of computer equipment is 23,000 BTUs per hour with a 40% load of 7,200 degrees.
- Provide and install ¾" thick F.R. treated, non-com painted plywood equipment boards. Mount from 4" AFF to 8'-4" AFF from wall to wall in the server room and switch closets. Agency will make this determination when a layout is provided to them.
- Static dissipative tile flooring with copper grounding straps will be provided and installed per manufacturer's recommendations.

- Install four (4) Dedicated NEMA 5-20R 120 Volt / 20 AMP dedicated duplex electrical outlets mounted on ceiling in the server room, in a location determined by the agency when a layout is provided to them.

- Quantity Nema 5-20R duplex electrical outlets: Agency will make this determination when a layout is presented to them.

- Provide and Install Copper, 10 in Grounding Bar Lg, (16) 1/4 in Grounding Bar. Agency will make location determination when a layout is provided.

- Provide a 3" sealed conduit with pull string from server room to demark.

- Provide 2" sealed conduit with pull string from server room to switch closets.

- USMS will provide power plan requirements to lessor for USMS equipment rack in server room.

- The room should also maintain 60 degrees relative humidity per the Server Room Analysis below:

El Paso, TX - Federal Public Defender's Office - Server Room - BTU/hr

Server/Device	Input voltage	Watts/Power Consumption - MAX	BTU/hr - MAX
FPD network equipment			
Dell PowerEdge R760 -(PS= 1400W Mixed Mode)	120	1400	5250
Dell PowerEdge R760 - (PS=1400W Mixed Mode)	120	1400	5250
Dell PowerEdge R550	120	750	3000
Dell PowerEdge R640	120	750	2891
Synology RS3621RPxs	120	500	486
ELP BTU	120	70	177
Dell Optiplex 7020SSF	120	255	870
APC SMT3000RMU UPS	120 (Nema L5-30	180 (Charging)	348
APC SRT2200Va UPS	120	102 (Charging)	535
Vertiv/Geist Watchdog 100P Environmental Monitor	6VDC	6 VDC - 2A	
Tripplite B078-101-USB-8/Netcommander KVM	120	30	102
PaloAlto PA-820 Firewall Appliance	120	41W - 120W	
Cisco Catalyst 9200 48-port PoE switch	120	136 (PWR-C6-125WAC: 1.6-0.7A)	426.5
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Cisco 2921 Series SRST Router	120	320	1092
Cisco 8300 Series DWAN Router	120	650	1200
Cisco 819 Series COOP Router	12 VDC	25	
Cisco VG202	12 VDC	135	
		MAX Load - 100%	**22907**
Watts x 3.413 = BTU/hr		85% Load	19470.95

SPECIAL IT REQUIREMENTS OR STANDARDS

- Are cable trays required? Yes – to be installed by lessor
- Who is purchasing data cable? Agency
- Who is responsible for installing the data cable? Agency
- Who is purchasing telecommunications cable? Agency
- Who is responsible for installing the telecommunications cable? Agency
- Are sealed conduits required for wall mounted outlets? Yes, back to demark.
- Who is responsible for termination data/telecommunication connections? Agency
- Lessor is responsible for purchasing and installing all back boxes and conduit for data and telecommunications cable. The agency will hire its own contractor to pull and terminate wire.

SPECIAL REQUIREMENTS

- Adjacencies: Locate Clerical near reception. Locate AFD Offices together with admin and paralegal adjacent to each office.
- Breakroom to have sink, counter tops, base cabinets (approx. 8 LF of cabinet space) microwave shelf, area for fridge (provided by agency).
- Provide sound gaskets on all office doors, 2' overlay of sound batts over walls, above ceiling for all offices, sound attenuation in duct work for all office, conference and audio tape listening room.
- Provide MEDECO locks on all perimeter doors to the office suite.
- MECO shades preferred
- Carpet and/or Luxury Vinyl Tile (LVT) – ceramic tile in restrooms

ELECTRICAL REQUIREMENTS

- Quantity Nema 5-20R duplex electrical outlets (Offices): Agency will make this determination when a layout is presented to them.
- Quantity data outlets (Offices): Agency will make this determination when a layout is presented to them. All data outlets must have 1" conduits with pull string from outlet to junction box and/or above accessible ceiling.
- Provide electrical outlets for copier, FAX, shredder, printer, microwave, coffee maker, and fridge. The agency will make determination of the location of electrical outlets for work room equipment (i.e. copier, shredder, etc) when a layout is presented to them.
- A large Training/Conference room and Private Executive Conference room will have Television and VTC equipment Provide electrical for this equipment, (1) tele/data outlet and (1) duplex outlet on each wall and 66" AFF on wall selected for mounted TV. Proper support/bracing will be installed to support mounted TV. The agency will make location determination when a layout is presented to them.
- A large Training/Conference room and Private Executive Conference room will have a flush floor outlet provided for electrical and data runs with a secured conduit.
- Reception, Library, and Conference Room areas: Provide (1) tele/data outlet and (1) elect outlet on each wall. Provide convenience outlets in corridors for janitorial services.
- Sealed conduit for telecommunications.
- Building must have the potential to bring in fiber optic cabling if multi-mode system not already in place

ROOM SCHEDULE AND DETAILS

- Flooring Type: Carpet and/or Luxury Vinyl Tile (LVT) – ceramic tile in restrooms
- Wall Finish: Paint
- Wall Type (Interior Partitions): Demising partitions shall be slab-to-slab with "confidential" privacy level (NIC 55). Interior walls shall extend 6 inches above acoustical ceilings and have sound insulation in walls.
- Ceiling Height : 9 Feet
- Ceiling Type: Acoustical Tile

OTHER REQUIREMENTS

- The agency requires means to accept and transport furniture within the building such as a freight elevator and loading dock.