

BUILDING/SPACE PROGRAM					Date: 8.31.26
PROJECT: Elders Services					
Existing Building SF:		1680 sf (28'x60')		Staff:	
Existing Space SF:		Existing building has no gathering space and consists of 5 offices, 1 storage room, breakroom, small lobby and restrooms.			
		ES Staff:			
Department/Area		Area Total		(1) Program Supervisor	
Program Spaces		350		(1) Admin Assistant	
Administration & Staff Areas		668		(2) Driver (in & out most of day)	
Building Infrastructure		390		(1) Lawn Care (in & out most of day)	
Outdoor Space		0		(3-4) Temp staff (in & out most of day)	
TOTAL Net Square Feet (NSF)		1408			
NSF-Dept. Gross SF Grossing Factor (DGSF)		1.2			
TOTAL DGSF		1690		(E)= 1680 sf (28'x60')	
DGSF- BLDG Grossing Factor		1			
TOTAL BUILDING SF		1690			
Department/Area		Qty.	NSF/Room	Total NSF	Area Total Notes
Program Spaces					350
Multipurpose Room		1	250	250	approx. 16'x16', tall cabinet storage
Small Gathering/Reception		1	100	100	
Administration & Staff Areas					668
Office		2	120	240	1 Program Super, 1 Admin Assistant for 3 FTE Field Staff Workstations To be combine for coffee/snack area for Elders (stove)
Open Work Stations		1	200	200	
Breakroom/Kitchen		1	100	100	
Restroom		2	64	128	
Building Infrastructure					390
Mechanical Room		1	120	120	
Electrical Room		1	120	120	
Data Room		1	100	100	
Custodial		1	50	50	
TOTAL NSF			1408	1408	