

SECTION 10 11 23  
OFFICE TACK BOARD AND ACOUSTICAL PANEL  
Design Standard

PART 1 GENERAL

1.1 PURPOSE:

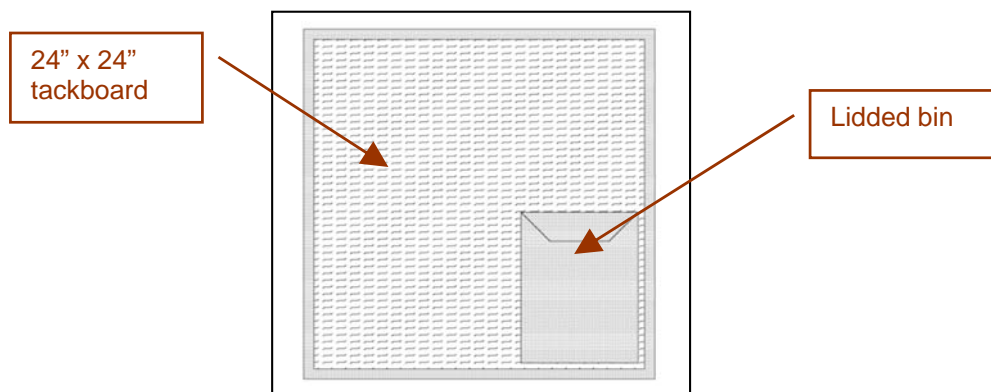
- A. There are furnishing accessories within an office environment which are required to aid in operational efficiencies. These elements have been identified by end users and are standardized for consistency throughout the District.

PART 2 PRODUCT:

2.1 MESSAGE CENTER FOR FACULTY OFFICES

Faculty requires tack able surfaces and lidded document distribution bins at their offices, for the purposes of posting or distributing information. A Message Center adjacent to each faculty office door should be provided as part of the Contractor's scope. This will avoid non-uniform tack able surfaces installed ad hoc and/or documents taped onto walls and doors. Given that the majority of offices are shared between two Faculty, it is suggested that confirmation of one or two lidded bins are required per office, depending upon the project scope and application.

- A. The Message Center is of a standard size, material and layout as obtained from SMCCCD's vendor.
- B. The Message Center should be installed so that the top edge is 72" above finished floor on the strike side of the Faculty Office (and a minimum of 3" away from the edge of the room number sign).



2.2 HALLWAY TACK BOARDS

- A. The Colleges require tack able surfaces within the office zones, for the purposes of posting or distributing information. Generally, faculty offices are clustered together. Following placement of the individual office Message Centers, place larger tack boards strategically in order to maximize tack board space in corridors near faculty offices to allow for informational posting.



See section 10.11.23 for specific vendor details and color options per campus

END OF SECTION