

OFFICE STANDARDS

503.501 BUILDING COMPONENTS, EQUIPMENT AND FURNISHINGS, EQUIPMENT

This document contains requirements for equipment elements for an office building and is in alignment with the UniFormat II, Level 2 classification – E10. The document is subdivided into the following parts per the UniFormat II, Level 3 classifications.

UNIFORMAT II classification					MoP Document Number	
Level 1 Major Elements		Level 2 Group Elements		Level 3 Individual Elements		
E	Equipment and Furnishings	E10	Equipment	E1010	Commercial Equipment	503.501
				E1020	Institutional Equipment	
				E1030	Vehicular Equipment	
				E1090	Other Equipment	

[ELEMENT E1020, INSTITUTIONAL EQUIPMENT](#). Includes general design requirements for institutional equipment. Specific items of note include:

1. General design requirements
2. Responsibility

[ELEMENT E1090, OTHER EQUIPMENT](#). Includes general design requirements for non-institutional equipment. Specific items of note include:

1. General design requirements
2. Responsibility

ELEMENT E1020, INSTITUTIONAL EQUIPMENT

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PART 1 - GENERAL

1.01 OVERVIEW

- A. Includes miscellaneous equipment for office buildings.

PART 2 - DESIGN CRITERIA

2.01 GENERAL

- A. BJC HealthCare’s Capital Asset Management (CAM) provides equipment planning services for clinical equipment on projects. CAM will develop and provide a Project Equipment List (PEL) for clinical equipment on every project. Architects, engineers and contractors shall coordinate with CAM, the PEL, and with the specific equipment requirements.
- B. The following items listed below represent typical institutional equipment that may be included in an office building. Architects, engineers and contractors shall coordinate the Work with those vendors furnishing and installing all institutional equipment.

Table. Identification responsibility to furnish and install institutional equipment in office buildings.

		INSTITUTIONAL EQUIPMENT - OFFICE BUILDING			
		Specification/Standard	Furnished By	Installed By	Comments/Notes
Public Areas	Automatic Electric Defibrillator (AED)	BJC CAM	BJC CAM vendor	BJC CAM vendor	For surface mounted AED cabinets, coordinate locations. Verify projections, clearances, and utility connections.
	Hand Sanitizer Dispenser	BJC Supply Plus	distributor of sanitizer	Contractor	
Lactation Room	Breast Pump	BJC CAM	BJC CAM vendor	BJC CAM vendor	Coordinate utility connection requirements.
	Breast Milk Refrigerator	BJC CAM	BJC CAM vendor	BJC CAM vendor	Coordinate with utility connection and casework requirements.

- C. Unless otherwise noted, CAM will contract with vendors for existing institutional equipment scheduled to be removed.

PART 3 - SPECIAL CONTRACT DOCUMENT REQUIREMENTS**3.01 GENERAL**

- A. CAM's equipment plans and schedules (PEL) shall be included in the architect's document set. Due to the relatively few institutional equipment items provided by Owner, a separate equipment sheet is not required.
- B. Contract documents shall indicate the responsibility of the contractor to provide all necessary wall blocking, floor/ceiling support as required. All means of support and utility connections must be coordinated with CAM and BJC Project Manager prior to installation.

PART 4 - PRODUCTS**4.01 GENERAL**

- A. Not applicable.

End of E1020 – Institutional Equipment

ELEMENT E1090, OTHER EQUIPMENT

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PART 1 - GENERAL

1.01 OVERVIEW

- A. Includes miscellaneous kitchen equipment and appliances for office buildings.

PART 2 - DESIGN CRITERIA

2.01 GENERAL

- A. BJC HealthCare’s Capital Asset Management (CAM) provides equipment planning services for projects. Architects, engineers and contractors shall coordinate with CAM, the PEL, and with the specific equipment requirements.
- B. The following items listed below represent typical non-institutional equipment that may be included in an office building. Architects, engineers and contractors shall coordinate the Work with those vendors furnishing and installing all institutional equipment.

Table. Identification responsibility to furnish and install non-institutional equipment in office buildings.

		OTHER EQUIPMENT - OFFICE BUILDING			
		Specification/ Standard	Furnished By	Installed By	Comments/Notes
Break Room	Refrigerator Freezer	BJC CAM	BJC CAM vendor	Contractor	Coordinate with utility connection and casework requirements.
	Microwave	BJC CAM	BJC CAM vendor	Contractor	Coordinate with utility connection and casework requirements.
	Coffee Maker	BJC Supply Plus	distributor of coffee	Contractor	Coffee maker and coffee service items are typically leased by BJC. Coordinate utility connection requirements.
	Water Dispenser	BJC Supply Plus	distributor of coffee	Contractor	Water Dispenser and related items are typically leased by BJC. Coordinate utility connection requirements.
	Ice Machine	BJC CAM	BJC CAM vendor	Contractor	Coordinate with utility connection and casework requirements.
Washington University	Combination Ice and Water Dispenser	Coordinate equipment and requirements with Washington University School of Medicine.			

PART 3 - SPECIAL CONTRACT DOCUMENT REQUIREMENTS**3.01 GENERAL**

- A. CAM's equipment plans and schedules (PEL) shall be included in the architect's document set. Due to the relatively few institutional equipment items provided by Owner, a separate equipment sheet is not required.
- B. Contract documents shall indicate the responsibility of the contractor to provide all necessary wall blocking, floor/ceiling support as required. All means of support and utility connections must be coordinated with CAM and BJC Project Manager prior to installation.

PART 4 - PRODUCTS**4.01 GENERAL**

- A. Not applicable.

End of E1090 – Other Equipment

END OF DOCUMENT 503.501

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RESPONSIBILITY MATRIX

The following matrix identifies those individuals, roles or departments responsible for maintaining the accuracy of the information and those responsible for providing input. Refer to Preface for detailed explanation.

	BJC HealthCare													Hospital/Entity				
	PD&C						Clinical Asset Management (CAM)	Risk Management	Real Estate	Ergonomics	Infection Prevention (IP)	Info Systems, Data, Telecom (IS)	Other:	Standards Review Committee	Facilities Engineering	Housekeeping	Security	Other:
	Corporate Architect	Corporate Engineer	Director of Planning	Director of Design	Director of Construction	Other:												
Primary Authorship	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secondary Authorship	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

DOCUMENT REVISION HISTORY

The following table indicates the date the document originated and any subsequent revisions.

503.501 – Equipment and Furnishings, Equipment		
Issue	Description of Issue	Prepared by
2018 v1	Original Issue	G. Zipfel