

room data sheets

Project Name: Test Project
Client: My client

ROOM DATA SHEETS
Rev: A Date: 18 May 2013

Room Number	05	Room Name	Breakout	
Function	Breakout and office area	Critical Relationships	Adjacent to meeting rooms	
No. of Occupants	2	No. of Visitors	2	
Room Area (m ²)	20	Critical Dimensions	Yes	
Construction & Finishes				
Security Type	No	Partition Type	Sound	
Floor Finishes	Resilient Flooring	Ceiling Type	Acoustic Tiles - Existing	
Partition Type	Masonry	Door Type	Glazed, Single Swing	
Wall Finishes	Painted	Window Finishes	Glazed glass, Blinds to office	
Slirting Type	Aluminium	Window Furnishings	Blinds to office	
Graphics	To AS1428 to door including room name	Signage	TRUE	
Construction Notes	Photo: spreadsheet above table			
Finish Notes	No			
Signage Notes	Room name			
Mechanical				
Standard AC	FALSE	Precise Temperature	FALSE	
Extraction	No	Low Dust	FALSE	
Individual Control	TRUE	Positive Pressure	FALSE	
High Heat Loads	FALSE	Humidity Control	FALSE	
Low Noise	FALSE	Cool/Cold Conditions	FALSE	
24 Hour Operation	FALSE	Fume Exhaust	No	
Ventilation Only	FALSE			
Note	Allow for opening up to meeting room for furniture for up to 75 people			
Hydraulics				
Hydraulics to this room	Yes	Special Water	FALSE	
Potable Water (cold)	TRUE	Sanitary Drainage	FALSE	
Domestic Hot Water	TRUE	Trade Waste	FALSE	
Condensate	FALSE	Hand Basin	FALSE	
Water Heating Notes	Downlights throughout - warm colour			
Lighting				
Lighting Control	Daylight Control	Motion Detector	FALSE	
Water Heating Notes	Downlights throughout - warm colour			
Acoustics				
Standard Absorption Power	FALSE	Special Soundings	FALSE	
Sound Power (single task)	0	dB Levels	No	
Sound Power (double task)	7	Power Points (single task)	0	
Electrically operated door	FALSE	Storage (other than 200L)	No	
Note	It is used for TV, 1 x for fridge, 1 x for dishwasher, 2 x coffee bench, 2 x eating seat at 500 above PFL			
Communications				
Standard Information Data	FALSE	WiFi	TRUE	
Data Outlets (RJ45)	0	Webcam	FALSE	
Data Outlets (Audio)	3	SDTV	FALSE	
Note	It is used for TV, 2 x eating seat at 500 above PFL			
Fire Services				
Smoke Detectors	FALSE	Fire Extinguishers	FALSE	
Heat Detectors	FALSE	Fire Blankets	TRUE	
Smoke Vents	TRUE	EVMS	TRUE	
Fire Alarm Panel	FALSE	Smoke Control	FALSE	
Note	It is used for TV, 2 x eating seat at 500 above PFL			
Furniture & Fixings				
Desk/Workstation	FALSE	Workstation-Only	0	
Library Tables	Shore bar/staple with cupboard and drawers below	Table-Only	0	
Task Chair Qty	0	Table Name	4 x 600 xg table, 1 x bar table 1000L x 600 x 1000, 1 x coffee table 800x1000	
Meeting Chair Qty	20	Storage Qty (of value)	0	
Meeting/Living Chair Qty (top of table)	0	Storage Notes	No	
Chair Notes	10 x 1000 chairs, 4 x bar stools	Has lock-out, dehumidifier, paper towel dispenser in bench		
Partition Notes	No	Shelving Systems	Predefined size TSC	
Wall Treatment	FALSE	WFL SAE	Predefined TV size TSC	
Contentment List - Check Register				
Item	QTY	Length	Width	Remarks
Bookcases	400	1200	1200	No
Bookcases	400	1200	1200	No
Bookcases	400	1200	1200	No
TV Set	0	0	0	0
TV Set	0	0	0	0

room data sheets document what SHOULD be in a room, not what is modelled

A	B	C	D	E
			Project Name:	Test Project
			Client:	My client
			ROOM DATA SHEETS	
			Rev: A	Date: 18 May 2013
Room Number	1	Room Name	Office	
Function	Enclosed office for 1 person - Deputy CEO	Critical Relationships	Facing open plan office	
No. of Occupants	1	No of Visitors	0	
Floor Area (m ²)	16	Critical Dimensions	No	
Construction & Finishes				
Security Type	Key	Acoustics	Good	
Floor Finishes	Carpet - Existing	Ceiling Type	Acoustic Tiles - Existing	
Partition Type	Standard	Door Type	Glazed, Single Swing	
Wall Finishes	Painted	Windows / Blinds	Sidelight	
Slirting Type	Aluminium	Window Furnishings	No	
Graphics	To AS1428 to door and sidelight	Signage	TRUE	
Construction Notes	No			
Finish Notes	No			
Signage Notes	Room number & occupant			
Mechanical				
Standard AC	TRUE			
Extraction	No	Precise Temperature	FALSE	
Individual Control	TRUE	Low Dust	FALSE	
High Heat Loads	FALSE	Positive Pressure	FALSE	
Low Noise	FALSE	Humidity Control	FALSE	
24 Hour Operation	FALSE	Cool/Cold Conditions	FALSE	
Ventilation Only	FALSE	Fume Exhaust	No	
Note	No			
Hydraulics				
Hydraulics to this room	No	Special Water	0	
Potable Water (cold)	0	Sanitary Drainage	0	
Domestic Hot Water	0	Trade Waste	0	
		Condensate	0	
Kitchen Sink	0	Hand Basin	0	

what room data?

60	Furniture & Fittings			
61	Item	Size (W x D x H)	Quantity	Comment
62	Lab benching			
63				
64				
65				
66	Equipment List			
67	Item	Size (W x D x H)	Services Requirement	Comment
68				
69				
70				
71				
72				
73				
74				
75				

this example of FFE is more common in lab projects – each item is listed individually with dimensions and other details – every cell would be a parameter

Furniture and Equipment	Standard workstation <input checked="" type="checkbox"/> Number 1
	Built In Furniture Workstation to have modesty panel - no screens, joinery storage to include shelving, coat cupboard, lateral file drawers
	Loose Furniture 4 x visitor chairs, 1200 dia existing meeting table
	Fixtures and Fitting Nil
	Portable Equipmen Nil
	Pin/Whiteboards Whiteboard to cupboard front
	AV Equipment Nil
Furniture and Equipment by Owner	Under desk storage, Task chairs, PCs, telephones, 1200 dia meeting table

this example is less detailed for each piece of equipment and relies on lists and text based entries