SAMPLE OFFICE, SUITE 200

TENANT IMPROVEMENT

PROJECT NO. ET-2026-01

SCOPE OF WORK

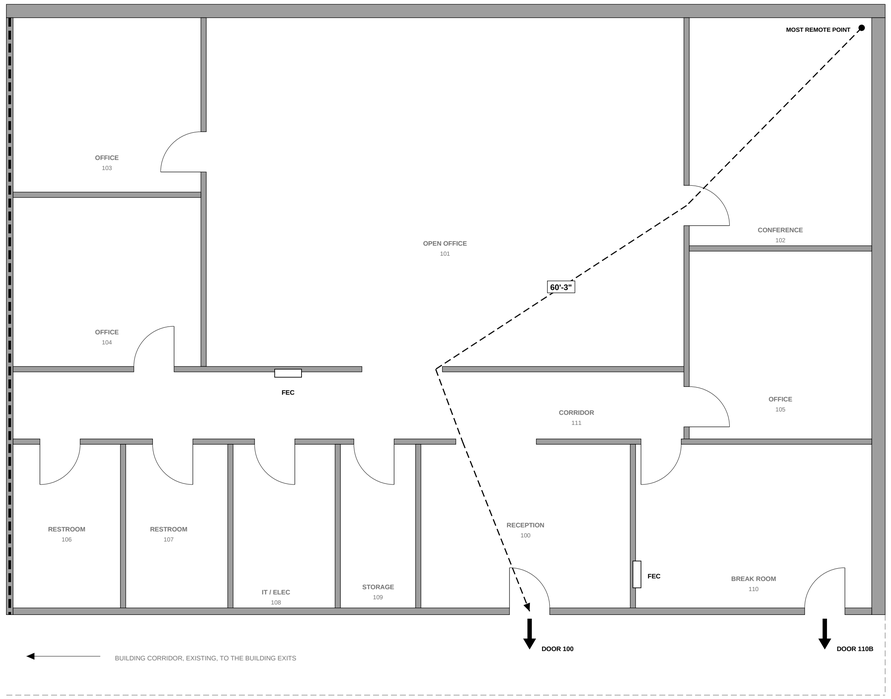
1. INTERIOR TENANT IMPROVEMENT OF AN EXISTING SHELL SUITE: NEW PARTITIONS, DOORS, CEILINGS AND FINISHES, WITH NEW PLUMBING, HVAC AND ELECTRICAL WORK, AS SHOWN ON THE SHEETS IN THE SHEET INDEX.
2. EXISTING TO REMAIN: THE BUILDING SHELL AND WINDOWS, THE WEST DEMISING WALL AND THE SOUTH CORRIDOR WALL, THE BUILDING STUBS FOR WATER, SANITARY, VENT AND SUPPLY AIR, THE RETURN DUCT, THE CENTRAL AIR HANDLER AND THE PERIMETER HEATING.
3. OWNER FURNISHED AND INSTALLED, NOT IN CONTRACT: FURNITURE, APPLIANCES, THE CONFERENCE ROOM TV, DATA CABLING AND IT EQUIPMENT.

PROJECT DATA

ITEM	DATA
SUITE	200, 2,816 SF (64'-0" x 44'-0")
OCCUPANCY	GROUP B, BUSINESS
CONSTRUCTION TYPE	II-B, EXISTING BUILDING
SPRINKLERS	FULLY SPRINKLERED, NFPA 13, EXISTING
OCCUPANT LOAD	19 (2,816 SF AT 150 SF PER OCCUPANT, IBC TABLE 1004.5)
EXIT ACCESS DOORWAYS	1 REQUIRED (IBC TABLE 1006.2.1), 2 PROVIDED: DOORS 100 AND 110B
COMMON PATH OF TRAVEL	60'-3" (100'-0" ALLOWED, IBC TABLE 1006.2.1), SEE THE LIFE SAFETY PLAN
EGRESS WIDTH	3.8" REQUIRED (19 x 0.2"), 64" PROVIDED (2 DOORS AT 32" CLEAR)

CODES

DISCIPLINE	CODE, AS ADOPTED BY THE JURISDICTION
BUILDING	2021 INTERNATIONAL BUILDING CODE
ACCESSIBILITY	ICC A117.1-2017
ENERGY	2021 INTERNATIONAL ENERGY CONSERVATION CODE
FIRE	2021 INTERNATIONAL FIRE CODE
PLUMBING	2021 INTERNATIONAL PLUMBING CODE
MECHANICAL	2021 INTERNATIONAL MECHANICAL CODE
ELECTRICAL	2020 NATIONAL ELECTRICAL CODE



1 **LIFE SAFETY PLAN**

SCALE: 3/16" = 1'-0"

SHEET INDEX

SHEET	TITLE
G0.1	COVER SHEET
A1.1	FLOOR PLAN
A1.2	FINISH PLAN
A2.1	REFLECTED CEILING PLAN
E1.1	LIGHTING PLAN
E2.1	POWER PLAN
P1.1	PLUMBING PLAN
M1.1	MECHANICAL PLAN

DEFERRED SUBMITTALS

1. FIRE SPRINKLER: MODIFY THE EXISTING SYSTEM FOR THE NEW ROOMS AND CEILINGS, RELOCATING AND ADDING HEADS AS REQUIRED. DESIGN-BUILD BY A LICENSED FIRE SPRINKLER CONTRACTOR, WITH DRAWINGS AND HYDRAULIC CALCULATIONS SUBMITTED SEPARATELY FOR PERMIT.
2. FIRE ALARM: EXTEND THE EXISTING BUILDING SYSTEM TO THE NEW ROOMS, WITH NOTIFICATION APPLIANCES AS REQUIRED. DESIGN-BUILD, SUBMITTED SEPARATELY FOR PERMIT.

PLUMBING FIXTURES, IPC TABLE 2902.1, GROUP B, 19 OCCUPANTS

FIXTURE	RATIO	REQUIRED	PROVIDED
WATER CLOSETS	1 PER 25	2 (1 EACH SEX)	2 (P-1), SINGLE-USER
LAVATORIES	1 PER 40	2 (1 EACH SEX)	2 (P-2), SINGLE-USER
DRINKING FOUNTAINS	1 PER 100	1	1 BI-LEVEL (P-4)
SERVICE SINK	1	1	1 (P-5)

LIFE SAFETY LEGEND

- EXISTING 1-HOUR DEMISING WALL, MAINTAIN THE RATING
- EXIT ACCESS DOORWAY TO THE BUILDING CORRIDOR
- COMMON PATH OF EGRESS TRAVEL FROM THE MOST REMOTE POINT
- FIRE EXTINGUISHER CABINET (FEC), SEE NOTE 1

LIFE SAFETY NOTES

1. FEC: SEMI-RECESSED FIRE EXTINGUISHER CABINET WITH A 5 LB 2-A:10-B:C EXTINGUISHER, FURNISHED AND INSTALLED BY THE GENERAL CONTRACTOR. MOUNT IT WITH THE HANDLE AT 48" AFF MAX.
2. MAINTAIN THE FIRE RATING OF THE DEMISING WALL AT EVERY PENETRATION WITH A LISTED FIRESTOP SYSTEM.
3. EXIT SIGNS AND EMERGENCY LIGHTING: SEE E1.1.

GENERAL NOTES

1. THE DRAWINGS ARE COMPLEMENTARY. WORK SHOWN OR NOTED ON ANY SHEET IS PART OF THE CONTRACT, WHICHEVER TRADE PERFORMS IT. THE GENERAL CONTRACTOR COORDINATES THE TRADES.
2. VISIT THE SITE AND VERIFY THE EXISTING CONDITIONS AND DIMENSIONS BEFORE BIDDING. REPORT DISCREPANCIES BEFORE PROCEEDING.
3. THE BUILDING STAYS OCCUPIED. SCHEDULE NOISY WORK, SLAB SAWCUTTING, CORE DRILLING, SHUTDOWNS AND TIE-INS AFTER HOURS, WITH 72 HOURS' NOTICE TO THE LANDLORD.
4. THE GENERAL CONTRACTOR OBTAINS AND PAYS FOR THE BUILDING PERMIT. EACH TRADE OBTAINS ITS OWN PERMITS AND INSPECTIONS.
5. PROTECT THE BUILDING CORRIDOR AND ITS FINISHES ON THE ROUTE TO THE SUITE. KEEP THE CORRIDOR AND THE EXITS CLEAR. REMOVE DEBRIS DAILY.
6. PATCH AND REPAIR EXISTING SURFACES DAMAGED BY THE WORK TO MATCH THE ADJACENT SURFACES.
7. TOILET ACCESSORIES AND FIRE EXTINGUISHER CABINETS: FURNISHED AND INSTALLED BY THE GENERAL CONTRACTOR. SEE THE SCHEDULE BELOW AND THE LIFE SAFETY PLAN. PROVIDE BLOCKING AT EACH ACCESSORY.
8. AT COMPLETION: FINAL CLEANING, INCLUDING THE INSIDE OF THE WINDOWS, AND THE PUNCH LIST BEFORE THE OWNER MOVES IN. CLOSEOUT: AS-BUILT DRAWINGS, WARRANTIES, OPERATION AND MAINTENANCE MANUALS AND THE BALANCING REPORT.

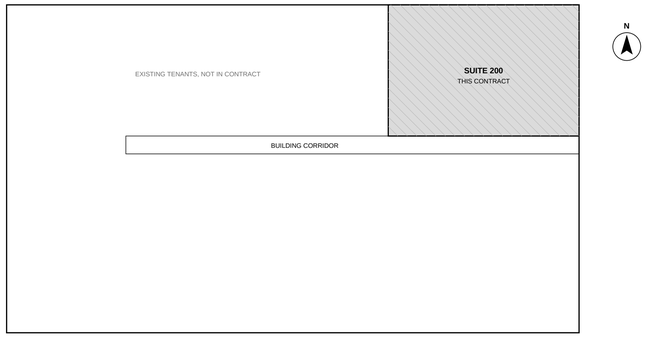
TOILET ACCESSORIES, EACH RESTROOM (106 AND 107)

ITEM	QTY	LOCATION
GRAB BAR, 42", STAINLESS STEEL	1	SIDE WALL, AS SHOWN ON A1.1
GRAB BAR, 36", STAINLESS STEEL	1	BACK WALL, AS SHOWN ON A1.1
MIRROR, 18" x 36", STAINLESS STEEL FRAME	1	OVER THE LAVATORY
TOILET PAPER DISPENSER, TWO ROLL	1	SIDE WALL
PAPER TOWEL DISPENSER, SURFACE MOUNTED	1	NEXT TO THE LAVATORY
SOAP DISPENSER	1	OVER THE LAVATORY
COAT HOOK	1	BACK OF THE DOOR

ABBREVIATIONS

ABBR.	MEANING	ABBR.	MEANING
ACT	ACOUSTICAL CEILING TILE	GFCI	GROUND-FAULT CIRCUIT INTERRUPTER
AFF	ABOVE FINISHED FLOOR	GWB	GYPSUM BOARD
CFM	CUBIC FEET PER MINUTE	HM	HOLLOW METAL
CPT	CARPET TILE	HW	HOT WATER
CW	COLD WATER	LP	LIGHTING AND POWER PANEL
DDC	DIRECT DIGITAL CONTROL	LVT	LUXURY VINYL TILE
DWV	DRAIN, WASTE AND VENT	MP	MEDIUM PRESSURE
EF	EXHAUST FAN	RB	RUBBER BASE
EMT	ELECTRICAL METALLIC TUBING	SC	SEALED CONCRETE
FCO	FLOOR CLEANOUT	VAV	VARIABLE AIR VOLUME
FEC	FIRE EXTINGUISHER CABINET	WT	WALL TILE
GA	GAUGE		

KEY PLAN



EASY TAKEOFFS

SAMPLE PLAN SET

**FOR TAKEOFF PRACTICE ONLY.
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PROJECT

SAMPLE OFFICE, SUITE 200

TENANT IMPROVEMENT

PROJECT NO. ET-2026-01

REVISIONS

DATE	10/30/2026
SCALE	AS NOTED
DRAWN BY	ET
SHEET SIZE	ARCH D, 24" x 36"

SHEET TITLE

COVER SHEET

SHEET

G0.1

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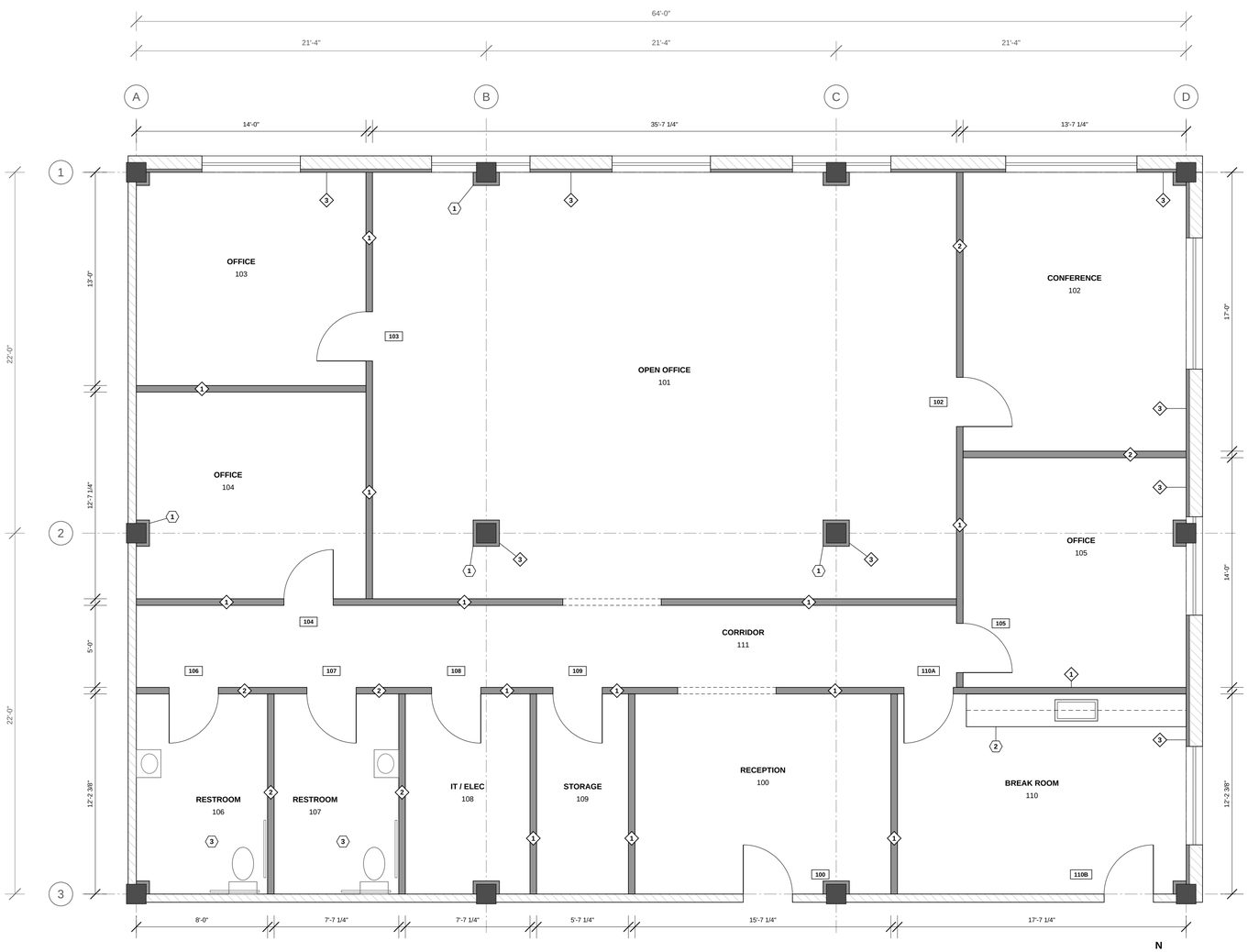


1 FLOOR PLAN

SCALE: 1/4" = 1'-0"

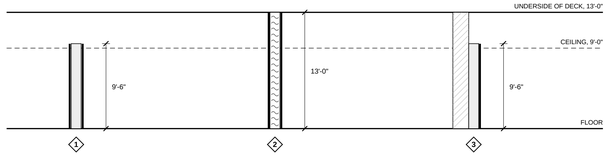
LEGEND

- EXISTING WALL TO REMAIN
- NEW PARTITION, SEE PARTITION TYPES
- NEW TYPE 3 FURRING ON AN EXISTING EXTERIOR WALL
- 1 — PARTITION TYPE TAG
- 104 — DOOR TAG, SEE DOOR SCHEDULE
- CASED OPENING, HEADER ABOVE

PARTITION TYPES

TYPE	FRAMING	GYPSUM BOARD	HEIGHT	INSULATION	LOCATION
1	3-5/8" 20 GA METAL STUDS AT 16" O.C.	ONE LAYER 5/8" TYPE X EACH SIDE	6" ABOVE CEILING, 9'-6" AFF	NONE	TYPICAL
2	3-5/8" 20 GA METAL STUDS AT 16" O.C. TO DECK	ONE LAYER 5/8" TYPE X EACH SIDE	TO DECK, 13'-0" AFF	3-1/2" SOUND BATTS	RESTROOMS, CONFERENCE
3	1-5/8" 20 GA METAL STUD FURRING AT 16" O.C.	ONE LAYER 5/8" TYPE X, ROOM SIDE	6" ABOVE CEILING, 9'-6" AFF	NONE	EXTERIOR WALLS, COLUMNS

PARTITION HEIGHTS



DOOR SCHEDULE

DOOR	ROOM	SIZE	TYPE	FRAME	HARDWARE	REMARKS
100	RECEPTION	3'-0" x 7'-0"	A	HM	ENTRY LOCK, CLOSER	SUITE ENTRY IN EXISTING WALL
102	CONFERENCE	3'-0" x 7'-0"	A	HM	PASSAGE	
103	OFFICE	3'-0" x 7'-0"	A	HM	OFFICE LOCK	
104	OFFICE	3'-0" x 7'-0"	A	HM	OFFICE LOCK	
105	OFFICE	3'-0" x 7'-0"	A	HM	OFFICE LOCK	
106	RESTROOM	3'-0" x 7'-0"	A	HM	PRIVACY, CLOSER	
107	RESTROOM	3'-0" x 7'-0"	A	HM	PRIVACY, CLOSER	
108	IT / ELEC	3'-0" x 7'-0"	A	HM	STOREROOM LOCK	
109	STORAGE	3'-0" x 7'-0"	A	HM	STOREROOM LOCK	
110A	BREAK ROOM	3'-0" x 7'-0"	A	HM	PASSAGE	
110B	BREAK ROOM	3'-0" x 7'-0"	A	HM	EXIT, CLOSER	TO BUILDING CORRIDOR, EXISTING WALL

GENERAL NOTES

1. TENANT IMPROVEMENT IN AN EXISTING BUILDING. THE EXTERIOR WALLS, WINDOWS, WEST DEMISING WALL AND SOUTH CORRIDOR WALL ARE EXISTING TO REMAIN. PATCH EXISTING GYPSUM BOARD AS REQUIRED TO RECEIVE NEW FINISHES.
2. FLOOR TO UNDERSIDE OF DECK IS 13'-0". CEILINGS ARE 9'-0" AFF THROUGHOUT. SEE REFLECTED CEILING PLAN A2.1.
3. DIMENSIONS ARE TO FACE OF FINISH.
4. EVERY NEW PARTITION IS TAGGED WITH ITS TYPE. SEE PARTITION TYPES AND PARTITION HEIGHTS.
5. TYPE 2: SLOTTED DEFLECTION TRACK AT THE DECK. TYPES 1 AND 3: BRACE THE TOP TRACK TO THE STRUCTURE ABOVE AT 4'-0" O.C.
6. EXISTING WINDOWS: SILL AT 2'-6" AFF, HEAD AT 8'-0" AFF. RETURN TYPE 3 FURRING AND GYPSUM BOARD INTO THE JAMBS, HEAD AND SILL WITH J-TRIM AT THE FRAME.
7. CASED OPENINGS ARE 6'-0" WIDE AND 8'-0" HIGH, WITH GYPSUM BOARD RETURNS AND CORNER BEAD.
8. GYPSUM BOARD FINISH IS LEVEL 4, EXCEPT LEVEL 5 ON THE TV WALL OF CONFERENCE 102.
9. PROVIDE FIRE-RETARDANT-TREATED WOOD BLOCKING IN PARTITIONS FOR CASEWORK, GRAB BARS, WALL-HUNG FIXTURES AND THE CONFERENCE ROOM TV.
10. DOORS ARE TYPE A: 3'-0" x 7'-0" x 1-3/4" SOLID CORE WOOD, FACTORY FINISHED, IN WELDED HOLLOW METAL FRAMES. FRAMES ARE FIELD PAINTED, SEE A1.2.

KEYNOTES

1. FUR EVERY EXISTING COLUMN WITH TYPE 3 ON ALL FACES EXPOSED IN A ROOM, 6" ABOVE THE CEILING, TYPICAL. CORNER BEAD AT OUTSIDE CORNERS.
2. BASE CABINETS WITH SOLID SURFACE COUNTERTOP AND SINK. UPPER CABINETS ABOVE, DASHED.
3. ACCESSIBLE WATER CLOSET, LAVATORY AND GRAB BARS. PROVIDE BLOCKING.

EASY TAKEOFFS

SAMPLE PLAN SET

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PROJECT

SAMPLE OFFICE, SUITE 200

TENANT IMPROVEMENT

PROJECT NO. ET-2026-01

REVISIONS

DATE	10/30/2026
SCALE	1/4" = 1'-0"
DRAWN BY	ET
SHEET SIZE	ARCH D, 24" x 36"

SHEET TITLE

FLOOR PLAN

SHEET

A1.1

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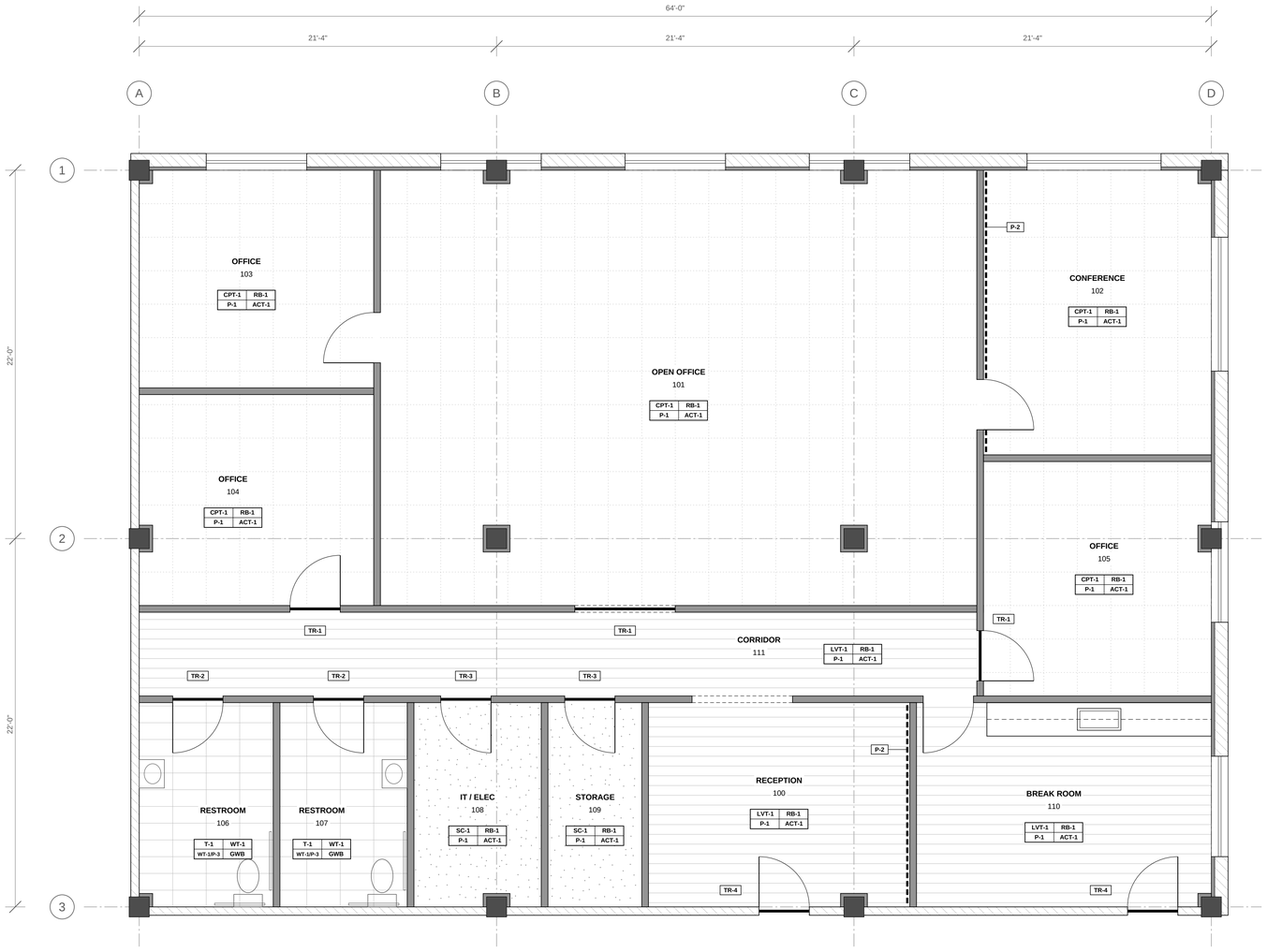

1 **FINISH PLAN**

SCALE: 1/4" = 1'-0"

LEGEND

FLOOR | BASE
WALLS | CEILING — ROOM FINISH TAG: FLOOR, BASE, WALLS AND CEILING, AS IN THE ROOM FINISH SCHEDULE

CPT-1 CARPET TILE

LVT-1 LUXURY VINYL TILE

T-1 PORCELAIN TILE

SC-1 SEALED CONCRETE

P-2 ACCENT WALL, ROOM SIDE

TR-1 — FLOORING TRANSITION UNDER THE DOOR, TYPE AS TAGGED

ROOM FINISH SCHEDULE

NO.	ROOM	FLOOR	BASE	WALLS	CEILING	CLG HT	REMARKS
100	RECEPTION	LVT-1	RB-1	P-1	ACT-1	9'-0"	P-2 ON EAST WALL. TR-4 AT SUITE ENTRY 100.
101	OPEN OFFICE	CPT-1	RB-1	P-1	ACT-1	9'-0"	FURRED COLUMNS P-1. TR-1 AT CASED OPENING TO 111.
102	CONFERENCE	CPT-1	RB-1	P-1	ACT-1	9'-0"	P-2 ON WEST WALL (TV WALL).
103	OFFICE	CPT-1	RB-1	P-1	ACT-1	9'-0"	
104	OFFICE	CPT-1	RB-1	P-1	ACT-1	9'-0"	TR-1 AT DOOR.
105	OFFICE	CPT-1	RB-1	P-1	ACT-1	9'-0"	TR-1 AT DOOR.
106	RESTROOM	T-1	WT-1	WT-1/P-3	GWB	9'-0"	WT-1 TO 4'-0" AFF, P-3 ABOVE. GWB CEILING PAINTED P-3. TR-2 AT DOOR.
107	RESTROOM	T-1	WT-1	WT-1/P-3	GWB	9'-0"	WT-1 TO 4'-0" AFF, P-3 ABOVE. GWB CEILING PAINTED P-3. TR-2 AT DOOR.
108	IT / ELEC	SC-1	RB-1	P-1	ACT-1	9'-0"	TR-3 AT DOOR.
109	STORAGE	SC-1	RB-1	P-1	ACT-1	9'-0"	TR-3 AT DOOR.
110	BREAK ROOM	LVT-1	RB-1	P-1	ACT-1	9'-0"	LVT-1 TO FACE OF BASE CABINETS, RB-1 AT TOE KICK. TR-4 AT DOOR 110B.
111	CORRIDOR	LVT-1	RB-1	P-1	ACT-1	9'-0"	

FINISH LEGEND

CODE	DESCRIPTION
CPT-1	CARPET TILE, 24" x 24", QUARTER-TURN INSTALL, GLUE DOWN
LVT-1	LUXURY VINYL TILE, 7" x 48" PLANK, STRAIGHT LAY, GLUE DOWN
T-1	PORCELAIN FLOOR TILE, 12" x 24", STACK BOND, THINSET ON EXISTING SLAB
SC-1	SEALED CONCRETE: CLEAN THE EXISTING SLAB, TWO COATS OF PENETRATING SEALER
RB-1	RUBBER COVE BASE, 4" HIGH, COIL, WRAPPED OUTSIDE CORNERS
WT-1	PORCELAIN WALL TILE, 12" x 24", STACK BOND, FLOOR TO 4'-0" AFF, BULLNOSE CAP
P-1	PAINT, EGGSHELL, FIELD COLOR
P-2	PAINT, EGGSHELL, ACCENT COLOR
P-3	PAINT, SEMI-GLOSS, RESTROOM WALLS ABOVE THE WAINSCOT AND GWB CEILINGS
P-4	PAINT, SEMI-GLOSS, HOLLOW METAL DOOR FRAMES
ACT-1	ACOUSTICAL CEILING TILE, 2' x 4' LAY-IN, 15/16" GRID, WHITE
GWB	GYPSUM BOARD CEILING, PAINTED P-3
TR-1	TRANSITION, CARPET TILE TO LVT
TR-2	TRANSITION, LVT TO PORCELAIN TILE
TR-3	TRANSITION, LVT TO SEALED CONCRETE
TR-4	TRANSITION, LVT TO EXISTING BUILDING CORRIDOR FLOORING

FINISH NOTES

1. PAINT ALL WALLS FULL HEIGHT, FLOOR TO CEILING. ON NEW AND EXISTING GYPSUM BOARD, ONE COAT OF PRIMER AND TWO FINISH COATS.
2. P-2 ACCENT WALLS WHERE SHOWN. PAINT THE FURRED COLUMNS P-1.
3. RESTROOMS: WT-1 ON ALL WALLS FROM THE FLOOR TO 4'-0" AFF, P-3 ABOVE. THE WAINSCOT SERVES AS THE BASE.
4. PAINT HOLLOW METAL DOOR FRAMES P-4, BOTH SIDES. DOORS ARE FACTORY FINISHED.
5. FLOOR FINISHES RUN TO THE CENTERLINE OF THE DOOR. TRANSITIONS UNDER THE DOOR WHERE FLOOR FINISHES CHANGE, AS TAGGED.
6. RUBBER BASE IN EVERY ROOM WITHOUT A WAINSCOT, INCLUDING THE TOE KICK OF THE BASE CABINETS IN 110.
7. PREPARE THE EXISTING SLAB TO THE FLOORING MANUFACTURERS' REQUIREMENTS. PATCH AND LEVEL AS REQUIRED.

EASY TAKEOFFS

SAMPLE PLAN SET

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PROJECT

SAMPLE OFFICE, SUITE 200

TENANT IMPROVEMENT

PROJECT NO. ET-2026-01

REVISIONS

DATE	10/30/2026
SCALE	1/4" = 1'-0"
DRAWN BY	ET
SHEET SIZE	ARCH D, 24" x 36"

SHEET TITLE

FINISH PLAN

SHEET

A1.2

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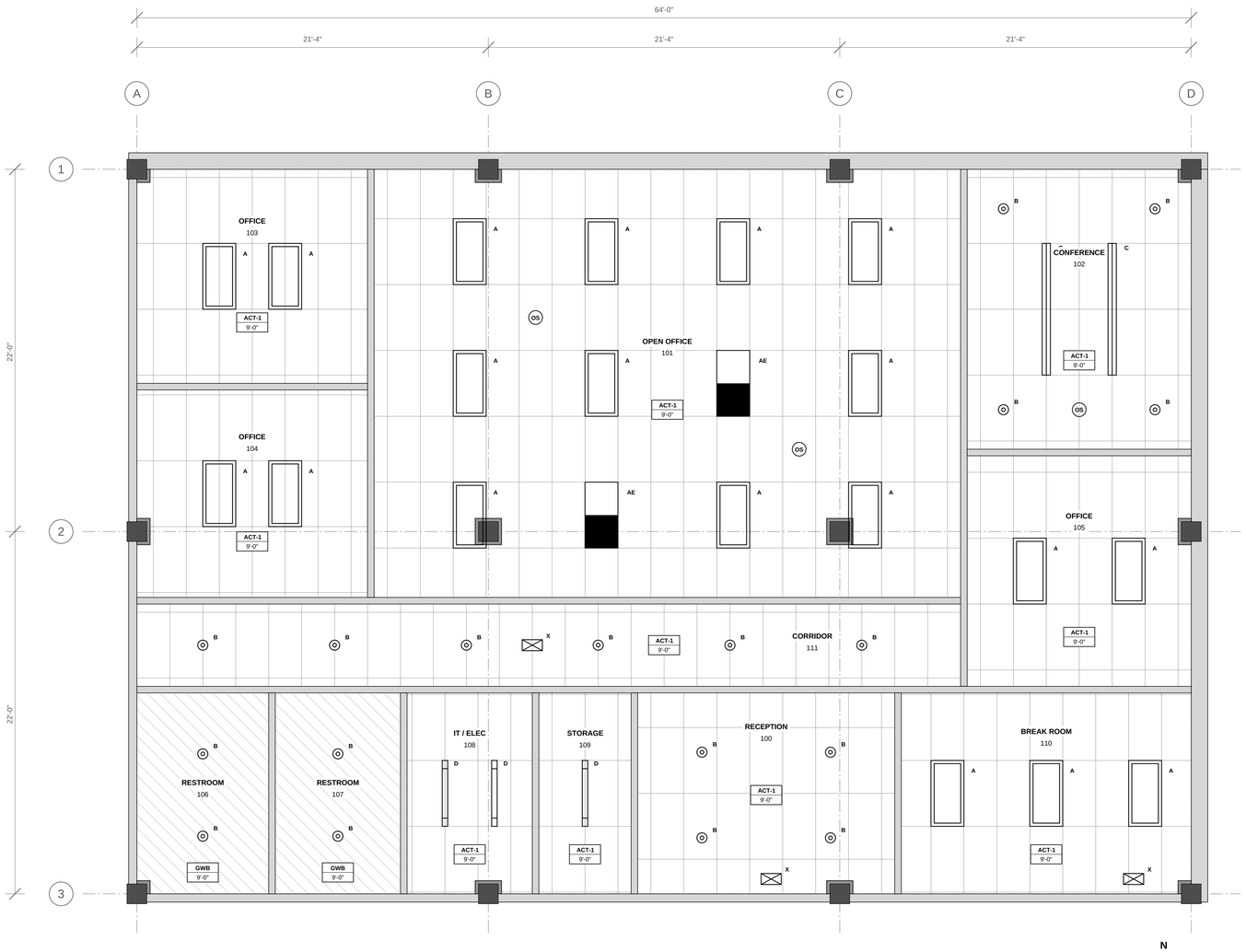

1 **REFLECTED CEILING PLAN**

SCALE: 1/4" = 1'-0"

REFLECTED CEILING LEGEND

- ACT-1: 2' x 4' LAY-IN ACOUSTICAL TILE IN 15/16" GRID
- GWB: GYPSUM BOARD CEILING, PAINTED
- ACT-1 / 9'-0": CEILING TAG: CEILING TYPE AND HEIGHT ABOVE FINISHED FLOOR
- 2x4 LED FLAT PANEL IN THE GRID, SEE E1.1
- RECESSED DOWNLIGHT, SEE E1.1
- LINEAR PENDANT, SEE E1.1
- LED STRIP, SEE E1.1
- EXIT SIGN
- OS: CEILING OCCUPANCY SENSOR

CEILING SCHEDULE

TYPE	DESCRIPTION	HEIGHT	ROOMS
ACT-1	2' x 4' LAY-IN ACOUSTICAL TILE, 15/16" EXPOSED GRID, WHITE	9'-0"	100 TO 105, 108 TO 111
GWB	5/8" GYPSUM BOARD ON SUSPENDED DRYWALL GRID, PAINTED P-3	9'-0"	106, 107

GENERAL NOTES

1. CEILINGS ARE 9'-0" AFF. FLOOR TO UNDERSIDE OF DECK IS 13'-0", SO THE GRID HANGS 4'-0" BELOW THE DECK.
2. CENTER THE GRID IN EACH ROOM AS SHOWN. MAIN RUNNERS AT 4'-0" O.C., CROSS TEES AT 2'-0" O.C.
3. HANG THE GRID FROM THE STRUCTURE WITH 12 GA WIRE AT 4'-0" O.C. EACH WAY. WALL ANGLE AT EVERY WALL.
4. GYPSUM BOARD CEILINGS: ONE LAYER OF 5/8" GYPSUM BOARD ON A SUSPENDED DRYWALL GRID SYSTEM, LEVEL 4 FINISH, PAINTED P-3.
5. LIGHT FIXTURES, EXIT SIGNS AND SENSORS ARE SHOWN FOR COORDINATION. SEE LIGHTING PLAN E1.1 FOR TYPES AND CIRCUITS.
6. LAY-IN DIFFUSERS AND RETURN GRILLES BY THE MECHANICAL CONTRACTOR. COORDINATE LOCATIONS IN THE GRID.
7. THE FURRED COLUMNS EXTEND 6" ABOVE THE CEILING. CUT AND FIT TILES AROUND THEM.

EASY TAKEOFFS

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DATE	10/30/2026
SCALE	1/4" = 1'-0"
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SHEET SIZE	ARCH D, 24" x 36"

SHEET TITLE

REFLECTED CEILING PLAN

SHEET

A2.1

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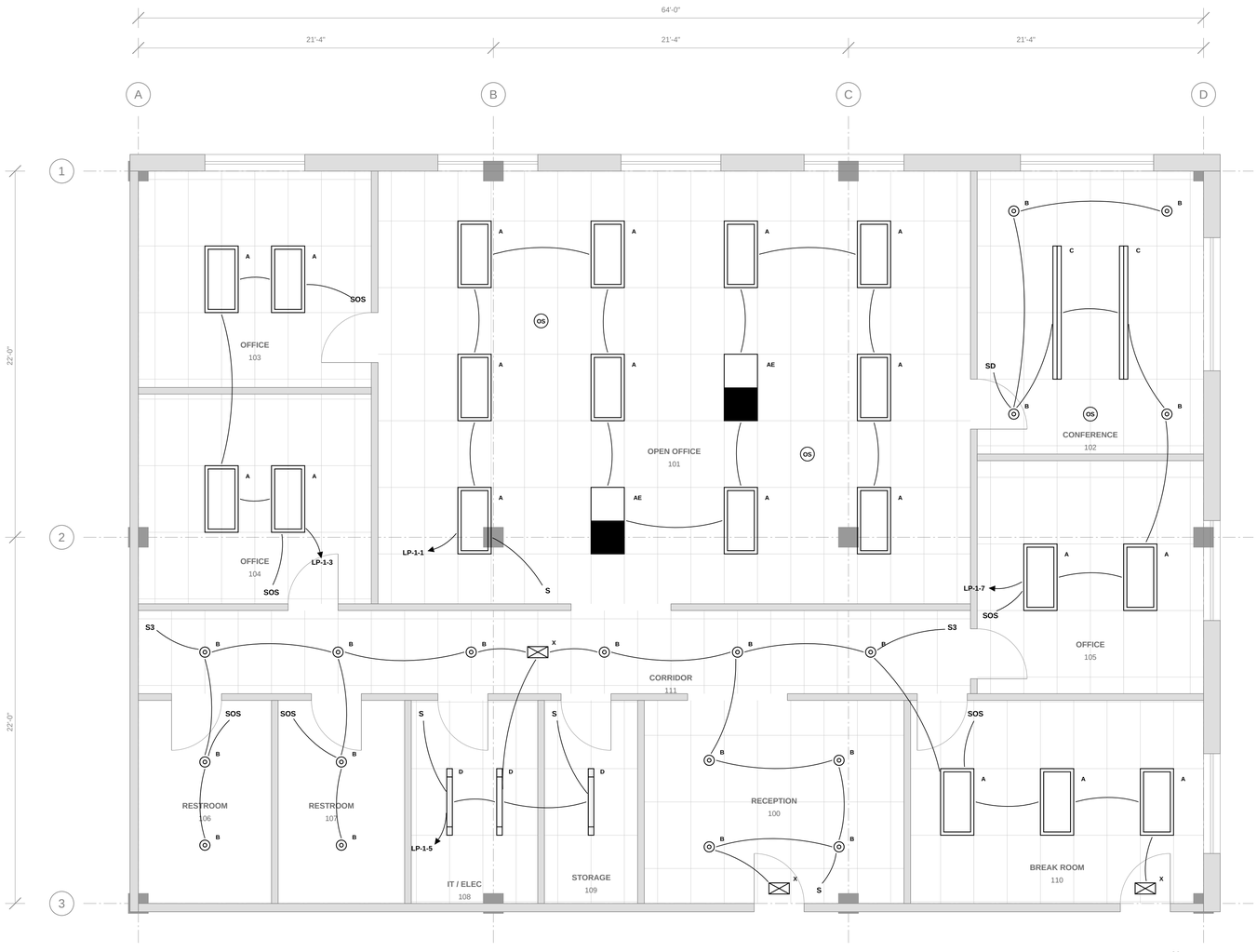

1 **LIGHTING PLAN**

SCALE: 1/4" = 1'-0"

LIGHTING SYMBOL LEGEND

	2x4 LED FLAT PANEL, RECESSED. LETTER = FIXTURE TYPE
	2x4 LED FLAT PANEL WITH EMERGENCY BATTERY (TYPE AE)
	RECESSED DOWNLIGHT
	LINEAR PENDANT
	LED STRIP
	EXIT SIGN
OS	CEILING OCCUPANCY SENSOR
S	SINGLE-POLE SWITCH
S3	THREE-WAY SWITCH
SD	0-10V DIMMER SWITCH
SOS	WALL OCCUPANCY SENSOR SWITCH
	CIRCUIT CONNECTION
	HOME RUN TO PANEL (PANEL-CIRCUIT)

LIGHT FIXTURE SCHEDULE

TYPE	DESCRIPTION	MOUNTING	LUMENS	WATTS	VOLTS
A	2x4 LED FLAT PANEL, 4000K, 0-10V DIMMING	RECESSED, GRID	5,000	40	120
AE	SAME AS TYPE A WITH 90-MINUTE EMERGENCY BATTERY	RECESSED, GRID	5,000	40	120
B	6" LED DOWNLIGHT, 3000K	RECESSED	1,500	15	120
C	8' LED LINEAR PENDANT, DIRECT/INDIRECT, 3500K	PENDANT, 8'-6" AFF	8,000	64	120
D	4' LED STRIP WITH WIRE GUARD, 4000K	SURFACE, CEILING	4,000	32	120
X	LED EXIT SIGN, RED LETTERS, BATTERY BACKUP	CEILING OR WALL		3	120

GENERAL NOTES

1. CIRCUIT LINES SHOW CONNECTIONS ONLY. ROUTE BRANCH CIRCUITS CONCEALED ABOVE THE CEILING AND IN WALLS.
2. BRANCH CIRCUITS: 2#12, 1#12 GND IN 3/4" EMT UNLESS NOTED OTHERWISE.
3. CEILINGS ARE 2x4 SUSPENDED GRID AT 9'-0" AFF UNLESS NOTED. RESTROOM CEILINGS ARE GYPSUM BOARD AT 9'-0" AFF.
4. ALIGN RECESSED FIXTURES WITH THE CEILING GRID AS SHOWN.
5. MOUNT SWITCHES AND WALL SENSORS 48" AFF TO TOP.
6. CONNECT TYPE AE FIXTURES AND EXIT SIGNS AHEAD OF LOCAL SWITCHING.
7. ALL BRANCH CIRCUITS ARE 120V, 20A, FROM PANEL LP-1 IN ROOM 108.

EASY TAKEOFFS

SAMPLE PLAN SET

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PROJECT

SAMPLE OFFICE, SUITE 200

TENANT IMPROVEMENT

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REVISIONS

DATE	10/30/2026
SCALE	1/4" = 1'-0"
DRAWN BY	ET
SHEET SIZE	ARCH D, 24" x 36"

SHEET TITLE

LIGHTING PLAN

SHEET

E1.1

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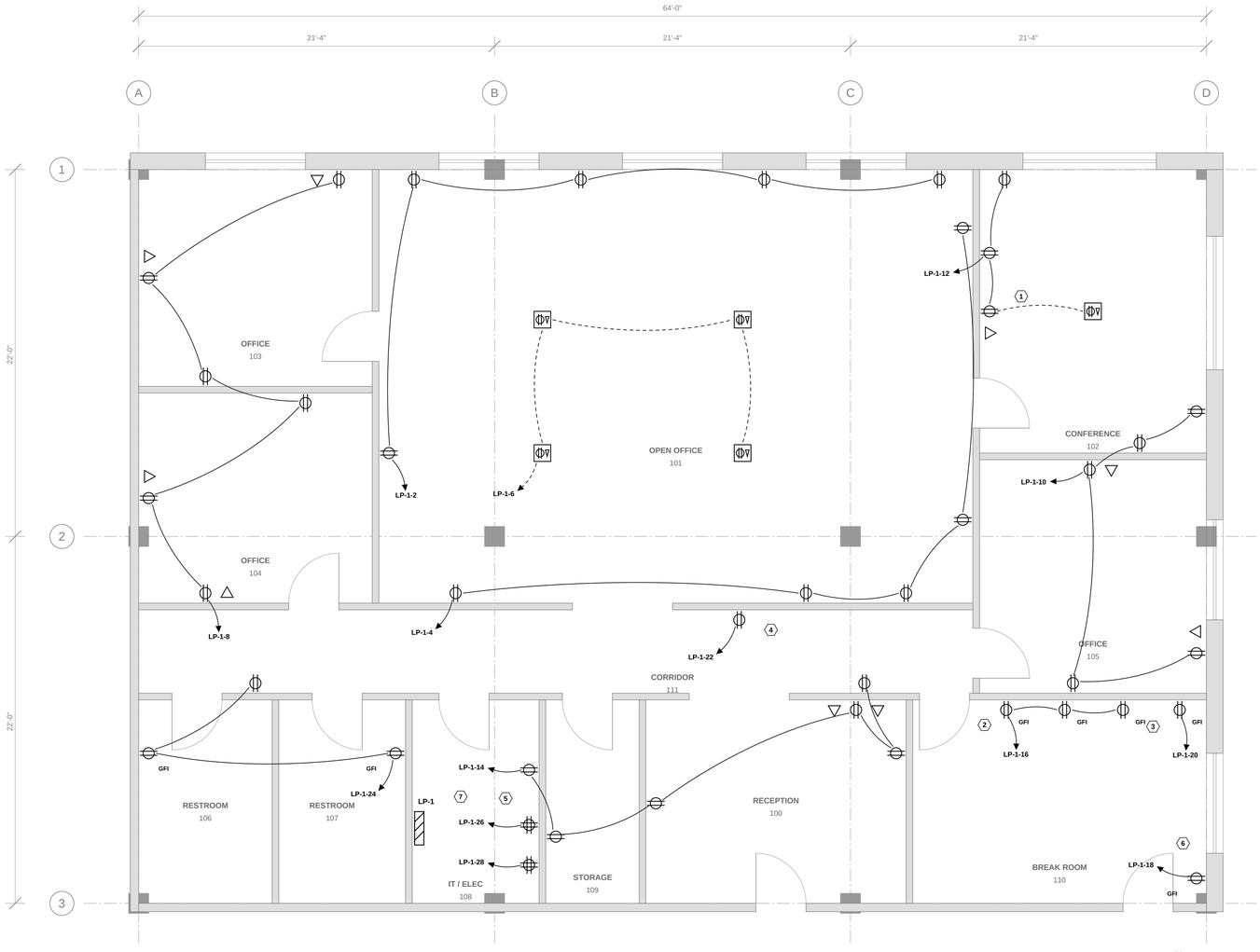

1 **POWER PLAN**

SCALE: 1/4" = 1'-0"

POWER SYMBOL LEGEND

- DUPLEX RECEPTACLE, 20A, 125V
- GFCI DUPLEX RECEPTACLE, 20A, 125V
- QUADRUPLEX RECEPTACLE, 20A, 125V
- FLOOR BOX WITH DUPLEX RECEPTACLE AND DATA
- DATA OUTLET
- PANELBOARD, SURFACE MOUNTED
- CIRCUIT CONNECTION, CONCEALED IN CEILING OR WALL
- CIRCUIT CONNECTION, CONCEALED BELOW SLAB
- HOME RUN TO PANEL (PANEL-CIRCUIT)

PANEL LP-1 120/208V, 3 PHASE, 4 WIRE. 125A MAIN LUGS. SURFACE MOUNTED. 30 CIRCUITS. 10,000 AIC.

CKT	DESCRIPTION	BKR	VA	CKT	DESCRIPTION	BKR	VA
1	LTG - OPEN OFFICE	20/1	480	2	RECPT - OPEN OFFICE N/W	20/1	900
3	LTG - OFFICES 103, 104	20/1	160	4	RECPT - OPEN OFFICE S/E	20/1	900
5	LTG - CORR, RECEP, RR, 108-110, EXIT	20/1	435	6	FLOOR BOXES - OPEN OFFICE	20/1	720
7	LTG - CONFERENCE, OFFICE 105	20/1	268	8	RECPT - OFFICES 103, 104	20/1	1,080
9	SPARE	20/1		10	RECPT - OFFICE 105, CONF	20/1	900
11	SPARE	20/1		12	RECPT - CONFERENCE	20/1	720
13	SPACE			14	RECPT - CORR, RECEP, 108, 109	20/1	1,080
15	SPACE			16	BREAK ROOM COUNTER	20/1	540
17	SPACE			18	REFRIGERATOR	20/1	800
19	SPACE			20	MICROWAVE	20/1	1,500
21	SPACE			22	COPIER	20/1	1,500
23	SPACE			24	RECPT - RESTROOMS, CORR	20/1	540
25	SPACE			26	DATA RACK	20/1	1,500
27	SPACE			28	DATA RACK	20/1	1,500
29	SPACE			30	SPARE	20/1	

TOTAL CONNECTED LOAD: 15,523 VA

GENERAL NOTES

1. CIRCUIT LINES SHOW CONNECTIONS ONLY. ROUTE BRANCH CIRCUITS CONCEALED ABOVE THE CEILING AND IN WALLS. DASHED LINES ARE CONCEALED BELOW THE SLAB.
2. BRANCH CIRCUITS: 2#12, 1#12 GND IN 3/4" EMT UNLESS NOTED OTHERWISE.
3. MOUNT RECEPTACLES 18" AFF TO CENTER UNLESS NOTED.
4. DATA OUTLETS: 4" SQUARE BOX WITH SINGLE-GANG RING AND 1" EMT STUB TO ABOVE THE CEILING WITH BUSHING. CABLING BY THE OWNER'S VENDOR.
5. FLOOR BOXES: RECESSED, ONE DUPLEX RECEPTACLE AND ONE DATA OPENING. FEED IN 3/4" PVC BELOW THE SLAB.
6. PROVIDE GFCI PROTECTION FOR ALL RECEPTACLES IN THE BREAK ROOM AND RESTROOMS.

KEYNOTES

1. TV RECEPTACLE AND DATA OUTLET AT 60" AFF.
2. COUNTER RECEPTACLES AT 44" AFF.
3. MICROWAVE. DEDICATED 20A CIRCUIT AT 44" AFF.
4. COPIER. DEDICATED 20A CIRCUIT.
5. DATA RACK. DEDICATED 20A CIRCUITS. COORDINATE THE RACK LOCATION WITH THE OWNER'S IT VENDOR.
6. REFRIGERATOR. DEDICATED 20A CIRCUIT.
7. PANEL LP-1. FEED FROM EXISTING DISTRIBUTION PANEL DP-2 IN THE BUILDING ELECTRICAL ROOM WITH 4#1, 1#6 GND IN 1-1/2" EMT, APPROXIMATELY 60 FT. FIELD VERIFY THE ROUTE.

EASY TAKEOFFS

SAMPLE PLAN SET

**FOR TAKEOFF PRACTICE ONLY.
NOT FOR CONSTRUCTION.**

PROJECT

SAMPLE OFFICE, SUITE 200

TENANT IMPROVEMENT

PROJECT NO. ET-2026-01

REVISIONS

DATE	10/30/2026
SCALE	1/4" = 1'-0"
DRAWN BY	ET
SHEET SIZE	ARCH D, 24" x 36"

SHEET TITLE

POWER PLAN

SHEET

E2.1

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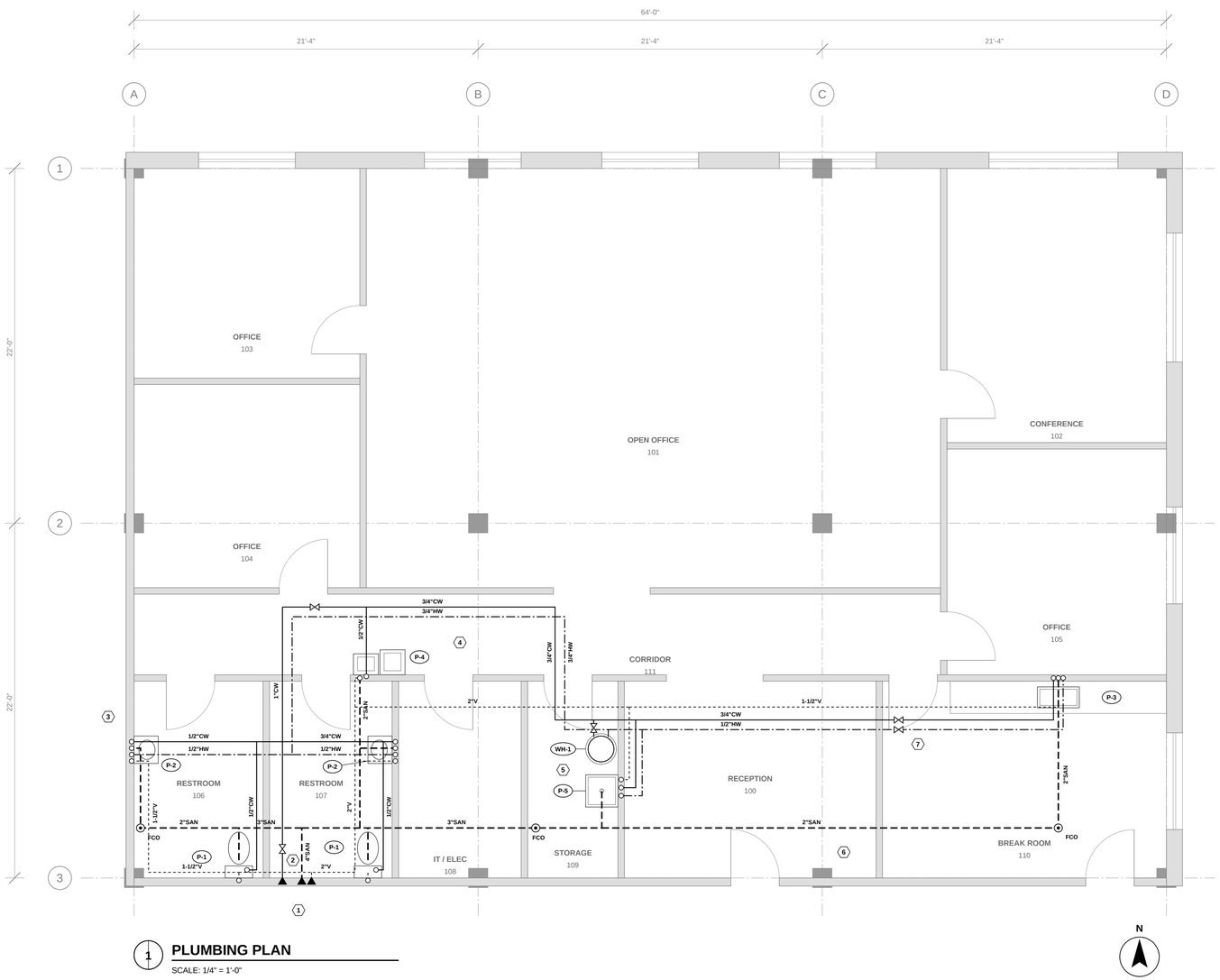

1 PLUMBING PLAN

SCALE: 1/4" = 1'-0"

PLUMBING LEGEND

— — — —	SANITARY WASTE BELOW THE SLAB (SIZE AND "SAN")
- - - - - - - -	VENT ABOVE THE CEILING (SIZE AND "V")
———————	DOMESTIC COLD WATER ABOVE THE CEILING (SIZE AND "CW")
—·—·—·—	DOMESTIC HOT WATER ABOVE THE CEILING (SIZE AND "HW")
○	PIPE DROP OR RISE IN THE WALL AT A FIXTURE
⊙	FLOOR CLEANOUT (FCO)
⋈	BALL VALVE, LINE SIZE
▲	POINT OF CONNECTION TO AN EXISTING BUILDING STUB
P-1	FIXTURE TAG, SEE PLUMBING FIXTURE SCHEDULE

PLUMBING FIXTURE SCHEDULE

TAG	FIXTURE	DESCRIPTION	CW	HW	WASTE	VENT
P-1	WATER CLOSET	FLOOR-MOUNTED, TANK TYPE, ELONGATED, 1.28 GPF, 17"-19" SEAT HEIGHT, ADA	1/2"		3"	2"
P-2	LAVATORY	WALL-HUNG, 0.5 GPM FAUCET, ASSE 1070 MIXING VALVE, ADA, INSULATED TRAP KIT	1/2"	1/2"	1-1/2"	1-1/2"
P-3	SINK	STAINLESS STEEL, SINGLE BOWL, IN CASEWORK, 1.5 GPM FAUCET	1/2"	1/2"	1-1/2"	1-1/2"
P-4	DRINKING FOUNTAIN	BI-LEVEL, WALL-MOUNTED, NON-REFRIGERATED, ADA, WITH CANE APRON	1/2"		1-1/2"	1-1/2"
P-5	MOP BASIN	24" x 24" x 10", FLOOR-MOUNTED, WALL FAUCET WITH VACUUM BREAKER, HOSE AND BRACKET	1/2"	1/2"	3"	1-1/2"

WATER HEATER SCHEDULE

TAG	TYPE	STORAGE	INPUT	ELECTRICAL	RECOVERY	REMARKS
WH-1	ELECTRIC, TANK TYPE	20 GAL	3.0 KW	208V, 1 PHASE	12 GPH AT 100°F RISE	3/4" CONNECTIONS, SET AT 120°F, EXPANSION TANK, DRAIN PAN

GENERAL NOTES

1. THE SUITE IS A SHELL WITH NO EXISTING PLUMBING FIXTURES. THE BUILDING STUBS SHOWN ARE EXISTING TO REMAIN.
2. DOMESTIC WATER: TYPE L COPPER WITH WROUGHT COPPER FITTINGS, LEAD-FREE SOLDER OR PRESS JOINTS. RUN ABOVE THE CEILING AND DROP IN WALLS TO EACH FIXTURE.
3. SANITARY AND VENT PIPING BELOW THE SLAB AND IN WALLS: SCHEDULE 40 PVC DWV. VENT PIPING ABOVE THE CEILING IS IN THE RETURN AIR PLENUM: NO-HUB CAST IRON.
4. SLOPE SANITARY PIPING 1/4" PER FOOT FOR 3" AND SMALLER AND 1/8" PER FOOT FOR 4".
5. SAWCUT, TRENCH, BACKFILL AND PATCH THE SLAB FOR ALL NEW PIPING BELOW THE SLAB. MATCH THE EXISTING SLAB AND VAPOR RETARDER.
6. INSULATE HOT WATER PIPING WITH 1" FIBERGLASS AND COLD WATER PIPING ABOVE THE CEILING WITH 1/2" FIBERGLASS, BOTH WITH ALL-SERVICE JACKET.
7. SUPPORT COPPER PIPING AT 6'-0" O.C. AND CAST IRON AT 5'-0" O.C. AND AT EVERY JOINT, HUNG FROM THE STRUCTURE.
8. PIPE SIZES ON THE PLAN ARE BRANCH SIZES. CONNECT EACH FIXTURE AT THE SIZES IN THE FIXTURE SCHEDULE. FIXTURE STOPS ARE PART OF EACH FIXTURE.
9. TEST SANITARY AND VENT PIPING WITH A 10 FT WATER COLUMN AND WATER PIPING AT 125 PSI FOR 2 HOURS. DISINFECT THE WATER PIPING BEFORE USE.
10. ELECTRICAL CONNECTION TO WH-1 BY DIVISION 26.

KEYNOTES

1. EXISTING 4" SANITARY BELOW THE SLAB, 3" VENT AND 1-1/4" DOMESTIC COLD WATER STUBS FROM THE BUILDING, BY THE LANDLORD. CONNECT. FIELD VERIFY THE SIZES, LOCATIONS AND THE SANITARY INVERT BEFORE STARTING WORK.
2. NEW 1" BALL VALVE, SUITE SHUTOFF, ABOVE THE CEILING. PROVIDE A 12" x 12" ACCESS PANEL IN THE GYPSUM BOARD CEILING.
3. LAVATORY ON THE EXISTING DEMISING WALL. OPEN THE SUITE SIDE FOR THE ROUGH-IN, THEN PATCH TO MATCH AND MAINTAIN THE WALL'S FIRE RATING.
4. NO WATER PIPING ABOVE ROOM 108 (IT / ELEC). ROUTE THROUGH THE CORRIDOR CEILING AS SHOWN.
5. WH-1 TEMPERATURE AND PRESSURE RELIEF AND DRAIN PAN DISCHARGE TO THE MOP BASIN WITH AN AIR GAP.
6. 2" WASTE BELOW THE SLAB ACROSS RECEPTION AND THE BREAK ROOM. COORDINATE THE TRENCH WITH THE FLOOR FINISHES.
7. BALL VALVES ON THE COLD AND HOT WATER BRANCHES TO THE BREAK ROOM, ABOVE THE CEILING.

EASY TAKEOFFS

SAMPLE PLAN SET

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PROJECT

SAMPLE OFFICE, SUITE 200

TENANT IMPROVEMENT

PROJECT NO. ET-2026-01

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SHEET SIZE	ARCH D, 24" x 36"

SHEET TITLE

PLUMBING PLAN

SHEET

P1.1

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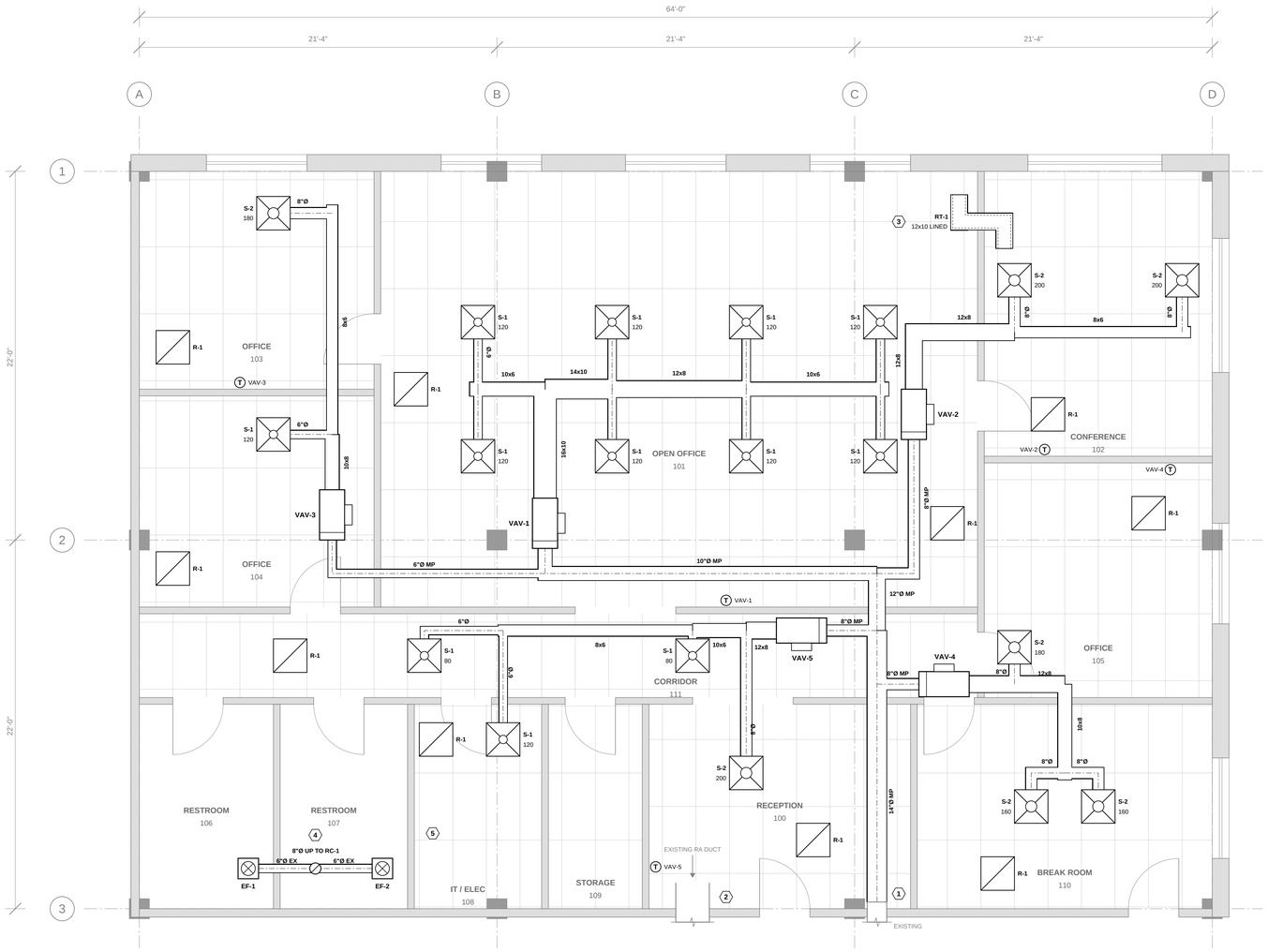

1 MECHANICAL PLAN

SCALE: 1/4" = 1'-0"

MECHANICAL LEGEND

- RECTANGULAR DUCT: WIDTH x DEPTH IN INCHES, WIDTH AS DRAWN
- ROUND DUCT: DIAMETER IN INCHES. MP = MEDIUM PRESSURE, EX = EXHAUST
- SUPPLY DIFFUSER, 6"Ø NECK (S-1)
- SUPPLY DIFFUSER, 8"Ø NECK (S-2)
- RETURN GRILLE, OPEN TO THE PLENUM (R-1)
- VAV TERMINAL BOX, INLET AT THE CROSS LINE, SEE VAV SCHEDULE
- CEILING EXHAUST FAN, SEE FAN SCHEDULE
- ROUND DUCT TURNING UP
- (T) ZONE TEMPERATURE SENSOR, 48" AFF, LABELED WITH ITS VAV BOX
- S-1 / 120 — AIR DEVICE TAG: TYPE, THEN AIRFLOW IN CFM

AIR DEVICE SCHEDULE

TAG	TYPE	FACE	NECK	CFM RANGE	REMARKS
S-1	SUPPLY, SQUARE PLAQUE, 4-WAY	24x24 IN A 24x48 LAY-IN PANEL	6"Ø	UP TO 130	STEEL, WHITE. DAMPER AT THE RUNOUT TAP
S-2	SUPPLY, SQUARE PLAQUE, 4-WAY	24x24 IN A 24x48 LAY-IN PANEL	8"Ø	131 TO 240	STEEL, WHITE. DAMPER AT THE RUNOUT TAP
R-1	RETURN, PERFORATED FACE	24x24 IN A 24x48 LAY-IN PANEL			OPEN TO THE PLENUM, NO DUCT

VAV SCHEDULE

TAG	SERVES	INLET	MAX CFM	MIN CFM	OUTLET DUCT	TYPE
VAV-1	101 OPEN OFFICE	10"Ø	960	290	16x10	SINGLE DUCT, COOLING ONLY
VAV-2	102 CONFERENCE	8"Ø	400	120	12x8	SINGLE DUCT, COOLING ONLY
VAV-3	103 AND 104 OFFICES	6"Ø	300	90	10x8	SINGLE DUCT, COOLING ONLY
VAV-4	105 OFFICE, 110 BREAK ROOM	8"Ø	500	150	12x8	SINGLE DUCT, COOLING ONLY
VAV-5	100 RECEPTION, 108 IT / ELEC, 111 CORRIDOR	8"Ø	480	145	12x8	SINGLE DUCT, COOLING ONLY

FAN SCHEDULE

TAG	SERVES	TYPE	CFM	ESP	ELECTRICAL	REMARKS
EF-1	106 RESTROOM	CEILING CABINET FAN	75	0.25" W.G.	120V, 1 PHASE	6"Ø DISCHARGE, BACKDRAFT DAMPER, ON WITH THE LIGHTS
EF-2	107 RESTROOM	CEILING CABINET FAN	75	0.25" W.G.	120V, 1 PHASE	6"Ø DISCHARGE, BACKDRAFT DAMPER, ON WITH THE LIGHTS

GENERAL NOTES

1. THE SUITE IS A SHELL. THE BUILDING'S CENTRAL VAV AIR HANDLER, ITS MEDIUM PRESSURE SUPPLY STUB AND THE RETURN DUCT ARE EXISTING TO REMAIN. THERE IS NO OTHER EXISTING DUCTWORK IN THE SUITE.
2. MEDIUM PRESSURE SUPPLY UPSTREAM OF THE VAV BOXES: ROUND SPIRAL GALVANIZED DUCT, 2" W.G. PRESSURE CLASS, ALL JOINTS SEALED.
3. LOW PRESSURE SUPPLY DOWNSTREAM OF THE VAV BOXES: RECTANGULAR GALVANIZED DUCT, 1" W.G. PRESSURE CLASS. 26 GA WHERE THE LONGER SIDE IS 12" OR LESS, 24 GA FROM 13" TO 30". SEAL ALL JOINTS AND SEAMS.
4. ROUND RUNOUTS ARE THE DIFFUSER NECK SIZE UNLESS NOTED: GALVANIZED, WITH A SPIN-IN FITTING AND VOLUME DAMPER AT THE TAP. THE LAST 5'-0" TO EACH DIFFUSER MAY BE INSULATED FLEXIBLE DUCT.
5. INSULATE ALL SUPPLY DUCT, MEDIUM AND LOW PRESSURE, WITH 1-1/2" FIBERGLASS DUCT WRAP WITH FSK FACING (R-6). EXHAUST DUCT IS NOT INSULATED.
6. CEILING PLENUM RETURN: RETURN GRILLES ARE OPEN TO THE PLENUM. THE RESTROOMS ARE EXHAUSTED; UNDERCUT THEIR DOORS 3/4" FOR MAKEUP AIR.
7. SEAL EVERY DUCT PENETRATION OF THE FULL-HEIGHT WALLS AT THE CONFERENCE ROOM AND THE RESTROOMS.
8. AIR DEVICES LAY IN THE 2x4 CEILING GRID WHERE SHOWN, CLEAR OF THE LIGHT FIXTURES ON E1.1. BALANCE EACH DEVICE TO THE CFM SHOWN.
9. VAV BOXES: PRESSURE INDEPENDENT, COOLING ONLY, DDC CONTROLLER BY THE CONTROLS CONTRACTOR, TIED TO THE BUILDING AUTOMATION SYSTEM WITH 24V POWER FROM THE BUILDING CONTROLS. KEEP 30" CLEAR AT THE CONTROLS SIDE.
10. HEATING IS BY THE EXISTING PERIMETER SYSTEM, WHICH REMAINS IN SERVICE AND IS NOT IN THIS SCOPE.
11. EF-1 AND EF-2 RUN WITH THE RESTROOM LIGHTS ON CIRCUIT LP-1-5, SEE E1.1.
12. TESTING, ADJUSTING AND BALANCING BY AN INDEPENDENT AGENCY. SUBMIT THE REPORT BEFORE THE CEILINGS CLOSE.

KEYNOTES

1. EXISTING 14"Ø MEDIUM PRESSURE SUPPLY STUB FROM THE BUILDING MAIN, CAPPED ABOVE THE CEILING. CONNECT WITH A NEW MANUAL BALANCING DAMPER. FIELD VERIFY THE SIZE AND LOCATION AND COORDINATE THE SHUTDOWN WITH THE LANDLORD.
2. EXISTING 24x16 RETURN AIR DUCT FROM THE BUILDING AIR HANDLER, OPEN END ABOVE THE CEILING. EXISTING TO REMAIN. KEEP 5'-0" CLEAR IN FRONT OF THE OPEN END.
3. RT-1: 12x10 RETURN TRANSFER DUCT WITH 1" LINER AND TWO ELBOWS, THROUGH THE FULL-HEIGHT CONFERENCE ROOM WALL, FOR SOUND.
4. EF-1 AND EF-2 DISCHARGE: 6"Ø TO A TEE, THEN 8"Ø UP THROUGH THE ROOF TO ROOF CAP RC-1 WITH A BACKDRAFT DAMPER. ROOF CURB AND PATCHING BY THE LANDLORD'S ROOFER.
5. PANEL LP-1 IS ON THIS WALL, SEE E2.1. KEEP DUCTWORK AND AIR DEVICES OUT OF THE DEDICATED ELECTRICAL SPACE ABOVE THE PANEL.

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SHEET TITLE

MECHANICAL PLAN

SHEET

M1.1

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