

**INSEAD Satellite/SF
CONCEPT PHASE REPORT
February 3, 2017**

PROGRAMMING

program interviews: summary matrix



INSEAD Satellite-San Francisco

Programming Interviews-Summary Matrix
February 3, 2017

Subject/Focus Area	Peter Zemsky-Dean	Mary Cary-INSEAD Exec Programs-Development	Kevin Kaiser-INSEAD Exec Programs-Faculty	Nicki Bagatta-INSEAD Exec Programs- Delivery
Public/Social Space				
Reception	also used for working			Start with greeting and campus tour; Front desk team; Straight into teaching ; Dedicatd Program Coordinator to Great the Person; Supplies Print Room near coordinators desks
Lounge	used for receptions of up to 100 people; has tiered seating; used for teaching in amph format.	Provides min 36 places to eat		Provides min 36 places to eat
Teaching/Lecture Events/BORs				
Management Training Lab (Classroom)	used for teaching small groups; divisible; two groups up to 36 in classroom format or 1 of 72		Other challenges of the flat rooms are to maintain connection with the participants. KK likes to walk around and approach individual so as to engage but in an arrangement with desks you always have the problem of turning ones back to some. In my opinion people are heavy note takers and associate learning with the ability to take notes. Note taking during lecture is very important. stressed the importance of good acoustics. Ideally we may have 2 simultaneous teaching sessions. Power at desks Flip charts Tech Proof space Tech accomodated but not over subscribed to present tech. Smart white boards Stable digitized Samsung tablets positioned flat for digitized note taking and sharing with the group.	Most EE programs are 30 to 35 some such as AMP Advanced Managment Program can be up to 80; Supplies near teaching spaces
Multi Purpose Space (Event Space/Creative Lab)	garage-like; used for teaching large groups; used for events; break out; divisible; teaching up to 72; events up to 200; events up to 100 can have cocktail without using Public Space			Teaching up to 72; Events up to 200; Events up to 100 can have cocktail without using Public Space
Breakout Room Enclosed	consider how these can be used for mindfulness sessions and as a green room	7 Room; 5 persons each; Accomodate 35 at a time		5-7 persons breakout spaces used for coaching need daylight and should be enclosed. Good to have a view. Acoustic privacy but also visual privacy is important. Coaches would have more input on furnishings etc. Right now PM has the best of these though the furniture is not ideal. Coaches are private contractors. Right now they have a pool of 130 out of which they have 20 preferred. Could speak to Coaches for more information on the coaching rooms. 70% to 80% of the EE courses have coaching as an aspect and in a 5 day course 20% to 30% is spent in coaching.



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Public/Social Space				
Reception				
Lounge				
Teaching/Lecture Events/BORs				
Management Training Lab (Classroom)			<p>3 bays/3 screens:3 layer boards:3 columns EP to send schematics</p> <p>In addition wrap around white board which also accommodate flip boards Jame M and Wendy have the spec for these Company MTM Solutions E3 Branding</p> <p>Hex tables 8 tables of 5</p> <p>4 x 4 matrix with power/it access at each node Audio; mic. label and hand help but also mic. less with "Clear I Beam Forming Array" technology. More used for vidio conferencing but can be used in amphi flatroom set up.Projectors: Recommendation 8,000 lumens so that dimming of lights is not a requirement. LED projectors are taking over; less noise, less maintenance. Run on Eco mode which saves bulb life and less heat.</p> <p>Lighting: Will need theatrical studio lights for online programs</p>	
Multi Purpose Space (Event Space/Creative Lab)				
Breakout Room Enclosed				



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Tiered Seating (actual 938 nsf)		Tierd Amphi (50-60)	KK related and experience with the "Bear Pit" a circular, no desks/writing surfaces conversation pit which promotes eye contact and converstion. Need both;	
Café/Bar	Eating; Breakout		Food should be readily accesssible preferably in a separate space. Important to leave the work space to engage in rest and a reset. When one returns one returns with renewed focus. Also placing break area in the public space will bring animation and life to these areas.	
Food Service	Catering			
Food Prep	Catering			Catering Kitchen for staging for events
Pantry				
Coat & Luggage Storage	luggage also			Coat closet for 35 to 70 persons Luggage Storage Lockers
Data Closet/Server Room				
Comms Room	associated with teaching areas			Simultaneous Translations Booth
Incubator/Open Office Space				
Admin 1 Workstation				Staff Site Manager/Director; AVIT outsourced; Catering outsourced; Coordinators flown in .
Admin 2 @ Workstation				
Tech Personnel Workstation (2)				
Faculty Shared Office (3) Workstation				
General		Column free; entry important-IMPACT!: 14' ceiling height; start-up; urban edgy		
Competition		top business schools; differentiation for INSEAD is the Global Executive Education & Workshops in Innovation and Experimentation; UC Berkley; Stanford D-School; Duke CE - not a campus; use adjunct faculty; fast rollout; these programs are not so integrated into exec. education; Deloitte has a facility in Texas;	University Club and History of Computer Museum much better than any hotel or conferencing space. Will visit Apple Mountainview & SAP Venu KK also emphasized the importance of educational ambience. Examples: University Club and Computer History Museum	



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Tiered Seating (actual 938 nsf)				
Café/Bar				
Food Service				
Food Prep				
Pantry				Need 50 sq ft minimum storage pantry for beverages, supplies and on site food. Minimum on site storage required to negotiate a favorable contract with vendor.
Coat & Luggage Storage				
Data Closet/Server Room			dedicated room	
Comms Room			better to be adjacent to teaching; 3 racks;	
Incubator/Open Office Space				
Admin I Workstation				
Admin 2 @ Workstation				
Tech Personnel Workstation (2)			likely outside contractor; need two large workstations with multiple screens for remote monitoring; monitoring doesn't happen in room.	
Faculty Shared Office (3) Workstation				
General				
Competition				



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Potential Clients		Silicon Valley Companies		
Programs		Coaching (Executive Master in Coaching for Change-Rodger Ieaman) (EMCCC); 100 days simulation see Adrian Johnson; Consultation Hubs Executive in Residence with 12 participants x2	Transition to General Management (TGM)	OEP Open Enrollment Programs 40% of participants and revenues CSP Company Specific Programs 60% of participants and revenues 3 GMP General Management Programs (Core) MAP Management Acceleration Programs TGM Transition to General Management AMP Advanced Management Program TGM 4xYear 2 modules each TGMffx2; TGMfs, TGMf/sf
Planned Social Events				Opening Dinner at the beginning 1st night Mid Course Event Cocktail Closing Dinner last night upscale Set up 1 day before breakdown 1 hour Main complaints uncomfortable chairs Main complement-nature/food/academic life
Location			preferred for ease of access to amenities. Palo Alto is only place on peninsula that you can walk to restaurants etc. Santa Clara NG	
Student's View				
Benchmarking	Unicredit; Harvard Hive	top business schools; differentiation for INSEAD is the Global Executive Education & Workshops in Innovation and Experimentation; UC Berkeley; Stanford D-School; Duke CE- not a campus; use adjunct faculty; fast rollout; these programs are not so integrated into exec. education; Deloitte has a facility in Texas;	University Club and History of Computer Museum much better than any hotel or conferencing space. Will visit Apple Mountainview & SAP Venu KK also emphasized the importance of educational ambiance. Examples: University Club and Computer History Museum	Convene Conference Center NYC Chateauform Conference Centers Paris
Annual Schedule				Busy Months: May, June, Sept, Oct.



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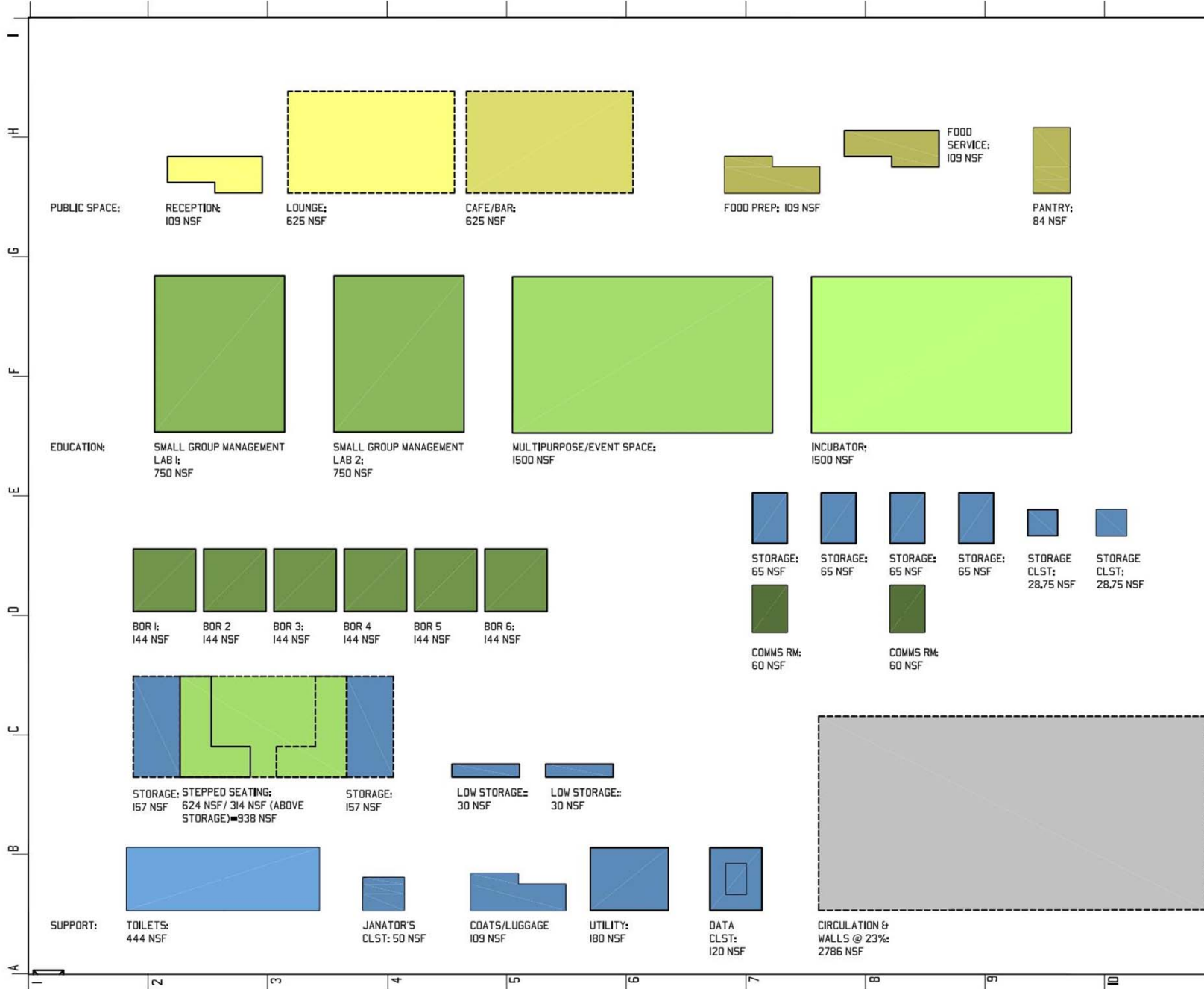
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<p>Potential Clients</p>		<p>Attus has Annual conference @ Pier 49 a huge hanger space. This event as many side meetings associated with it 3000 to 3500 attendees during the entire event The main hall can accommodate 1500 to 2000 There are other events for which other venues are needed: Lunches for specific groups Parties for key constituents; Special Clients; Partners; Key Employees There might be 10 of these types of events during the annual conference. These events can be for 20, 30, 50 persons up to 100-150 for the parties. The hanger has particularly bad acoustics There are also press events Investor events. More information can be found at apptus.com Assaf to visit Pier 7 and then reconnect</p>		
<p>Programs</p>				
<p>Planned Social Events</p>				
<p>Location</p>				
<p>Student's View</p>	<p>Main Complaints: Temperature; Too hot/Too cold fixed chairs uncomfortable; more healthy food for the snacks; food quantity; Access to culture/Main complements:Natural Setting; Integrated social events;</p>			
<p>Benchmarking</p>				
<p>Annual Schedule</p>				

**program document
version 5**



INSEAD Satellite-San Francisco
 Program Document-Version 5
 February 3, 2017

Space	Acoustic Rating: Recommended NC	Acoustic Rating: Recommended STC	New NSF	Number	Total NSF	x Grossing Multiplier (@ 1.3)=GSF	Circulation & Walls	Grossing Factor	Percentage of Total GSF
Public/Social Space									
Reception			109	1	109	141.7	32.7	23%	
Lounge	40-45		625	1	625	812.5	187.5	23%	
<i>subtotal</i>					734	954.2	220.2		8%
Teaching/Lecture Events/BORs									
Management Training Lab	25-30	45	1500	1	1500	1950	450	23%	
Large Lecture/Multipurpose Room	25-30	45	1500	1	1500	1950	450	23%	
Breakout Room Enclosed	25-35	45	144	6	864	1123.2	259.2	23%	
Tiered Seating (actual 938 nsf)	25-35	45	624	1	624	811.2	187.2	23%	
<i>subtotal</i>					4488	5834.4	1346.4		48%
Amenities									
Café/Bar	40-45		625	1	625	812.5	187.5	23%	
Food Service	40-45		109	1	109	141.7	32.7	23%	
Food Prep	40-45		109	1	109	141.7	32.7	23%	
Pantry	40-45		84	1	84	109.2	25.2	23%	
<i>subtotal</i>			927		927	1205.1	278.1		10%
Support Space									
Toilets			444	1	444	577.2	133.2	23%	
Janator's Closet			50	1	50	65	15	23%	
Coat & Luggage Storage			109	1	109	141.7	32.7	23%	
Utility Room			180	1	180	234	54	23%	
Data Closet/Server Room			120	1	120	156	36	23%	
Comms Room			60	2	120	156	36	23%	
Storage Closet			28.75	2	57.5	74.75	17.25	23%	
Storage Room Small			65	4	260	338	78	23%	
Storage Room Large			157	2	314	408.2	94.2	23%	
<i>subtotal</i>					1654.5	2150.85	496.35		18%
Workspace Open									
Incubator/Open Office Space	30-45		1500	0	1500	1950	450	23%	
Includes:									
Admin 1 Workstation				1					
Admin 2 @ Workstation				1					
Tech Personnel Workstation (2)									
Faculty Shared Office (3) Workstation				1					
<i>subtotal</i>					1500	1950	450		16%
					9303.5	12094.55	2791.05		100%
Common Space Allocation (Estimate-approx 10%)						969			
Total RSF						13063.55			



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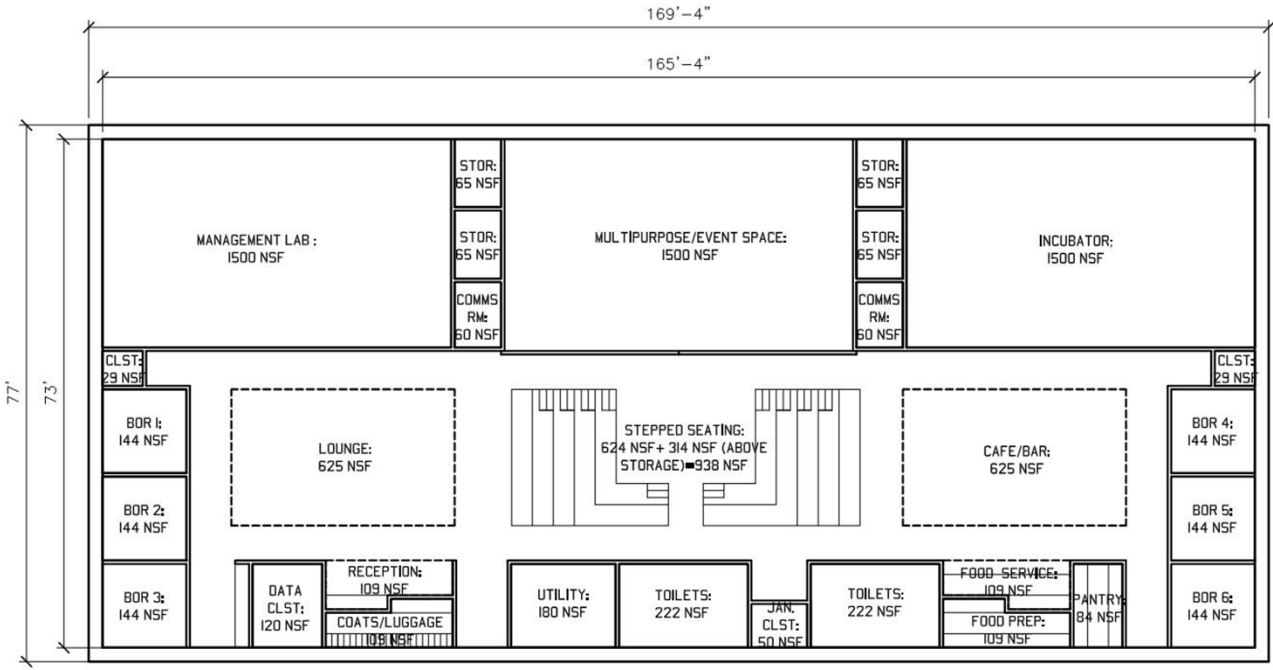
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Program Version 5

PROJECT:
1605-INSEAD-Satellite/SF

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CONCEPT DIAGRAMATIC PLAN-HYPOTHETICAL SITE I-12,090 RSF (CIRCULATION & WALLS 2786 NSF)

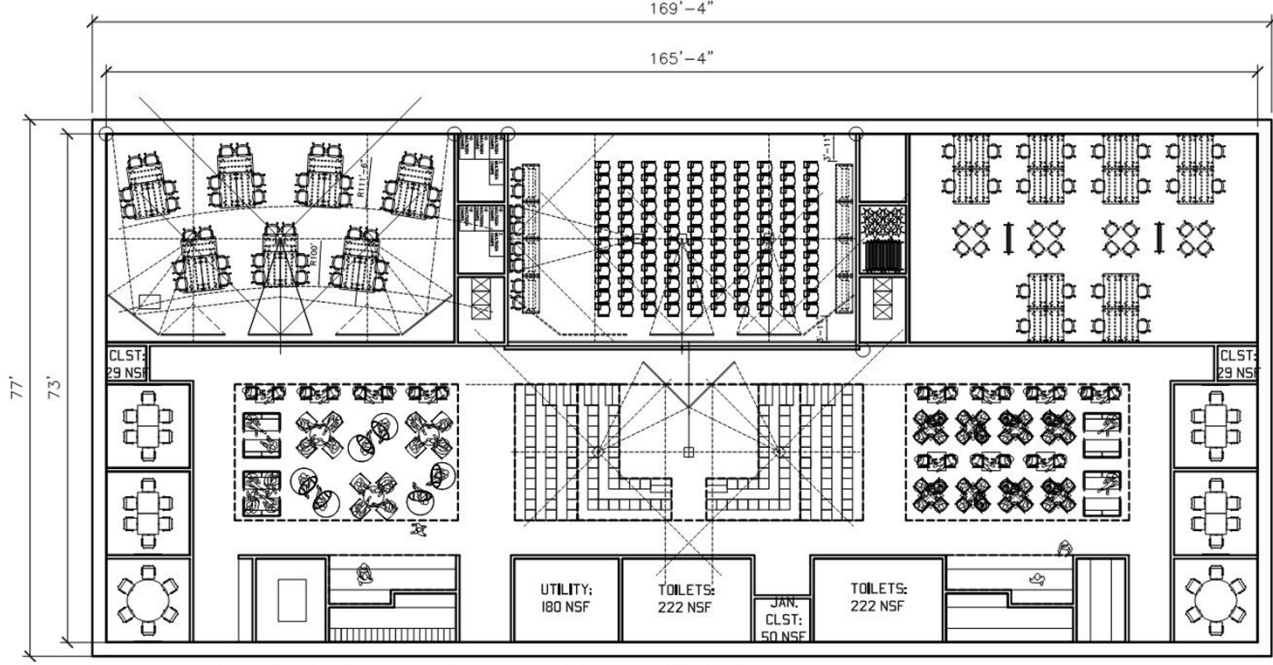
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- Conflicts:

 - 1. None

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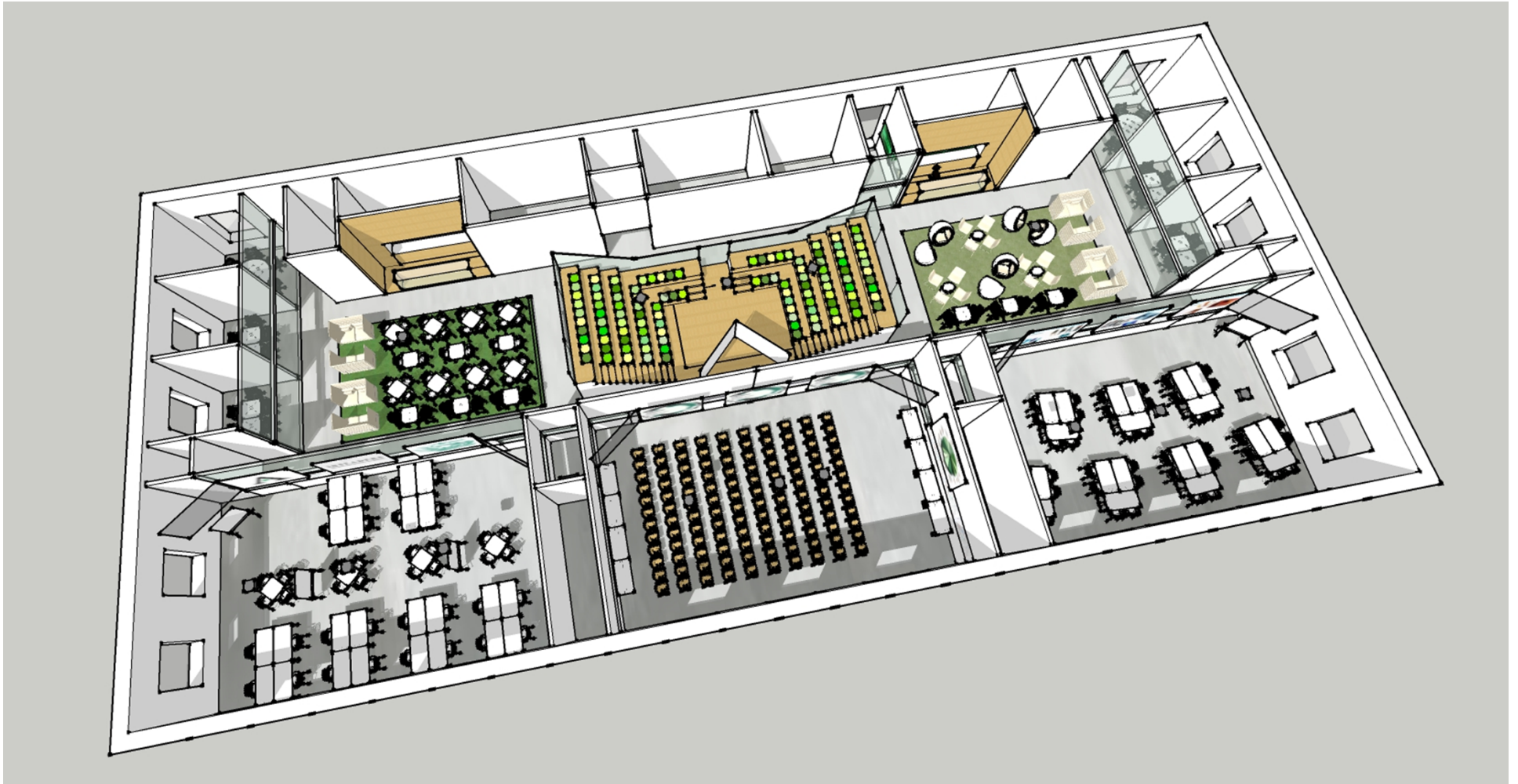
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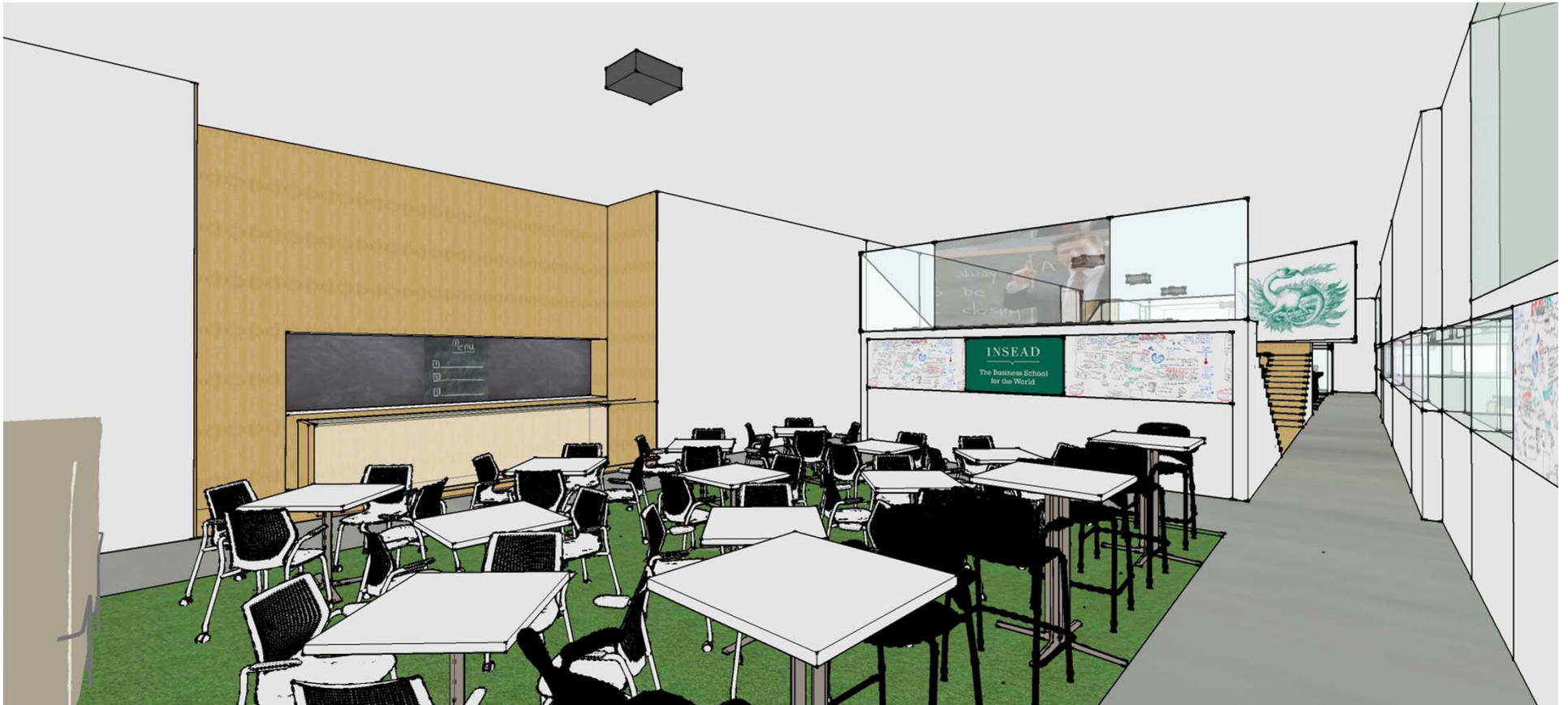
concept images version 5



concept view from above event space closed



concept view from above event space open



view from bar/café



view from tiered seating to event space-closed



view from tiered seating to event space-opened



view from event space-closed



view from event space-closed



view from tiered seating to entry



view from lounge



view from lounge to entry



view from bar/café

**detailed test fits:
USE CASES**

A B C D E F G H I

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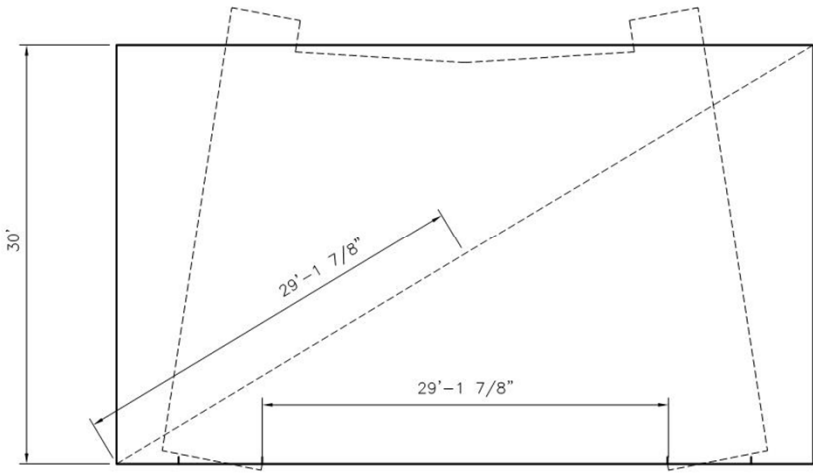
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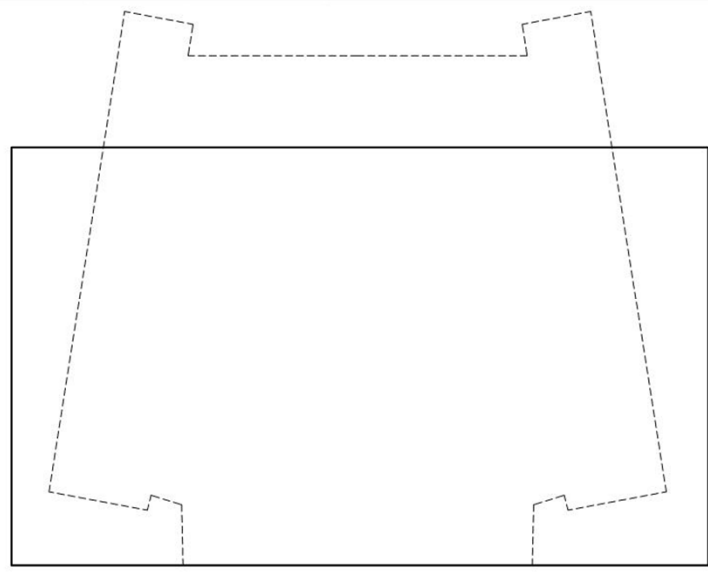
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SGML (2 COMBINED) 1500 nsf OVERLAYED WITH PLESSIS MORNAY TYPICAL FLATROOM (DOTTED) I163 nsf (108sm)



SGML (2 COMBINED)-1500 nsf OVERLAYED WITH PLESSIS MORNAY TYPICAL AMPHI (DOTTED) I400 nsf (130sm) (DOTTED)

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TITLE: Management Lab Test Fits

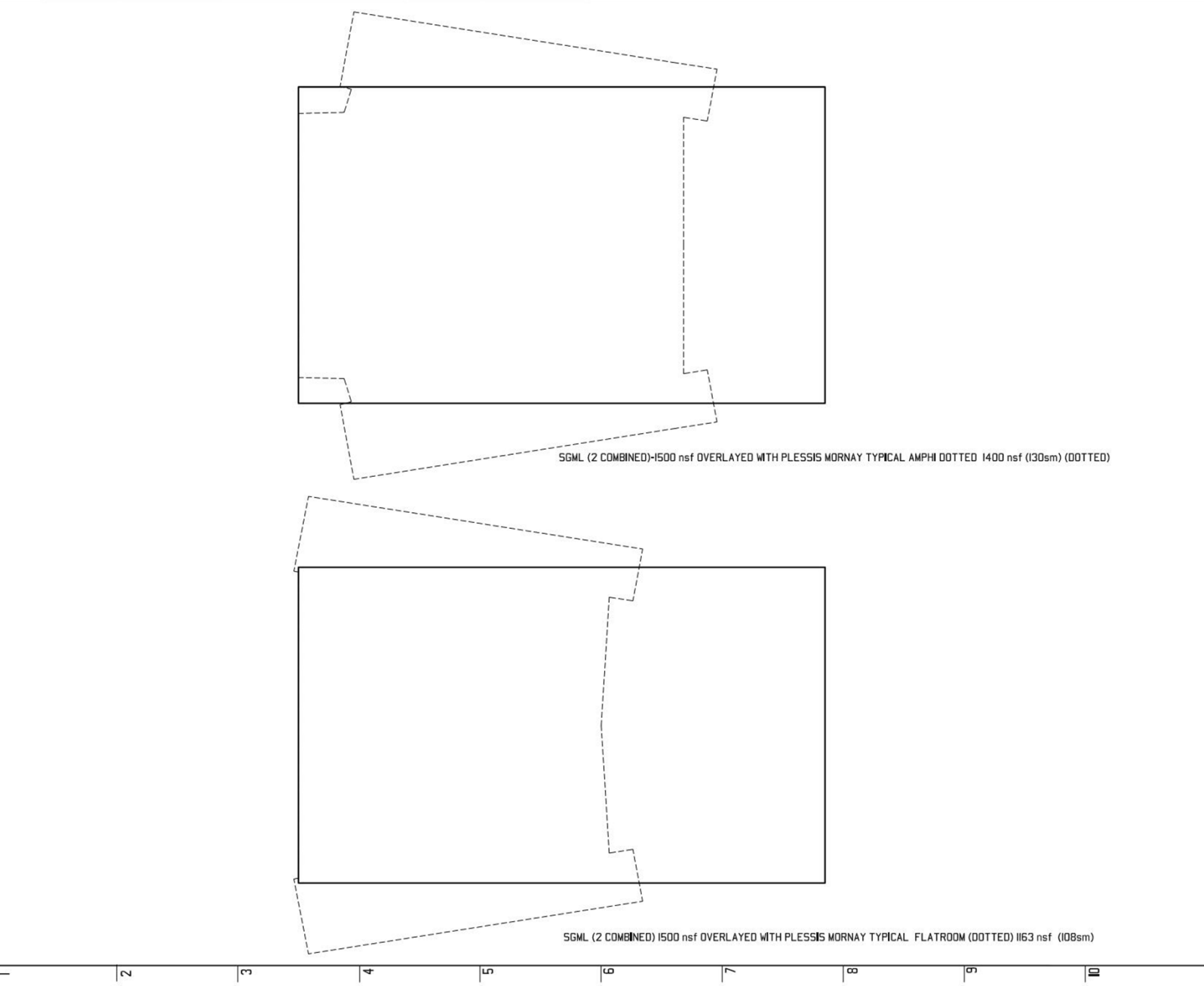
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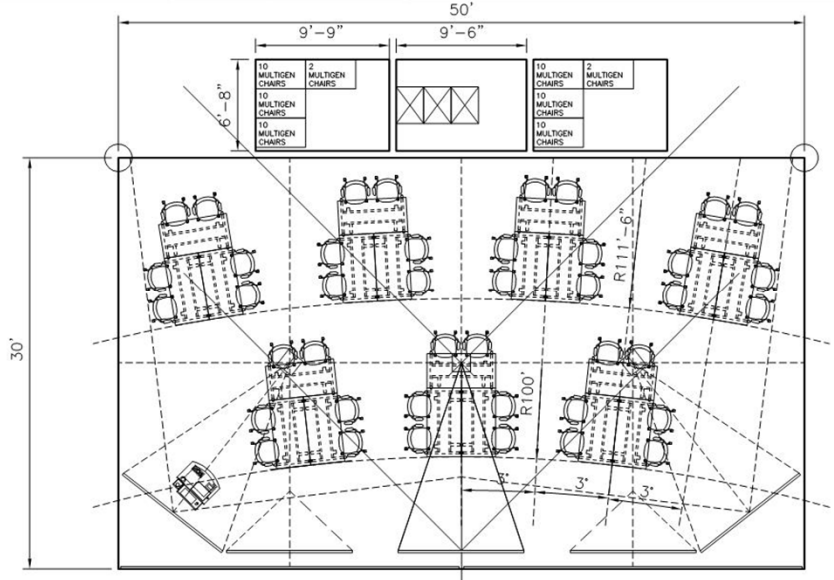
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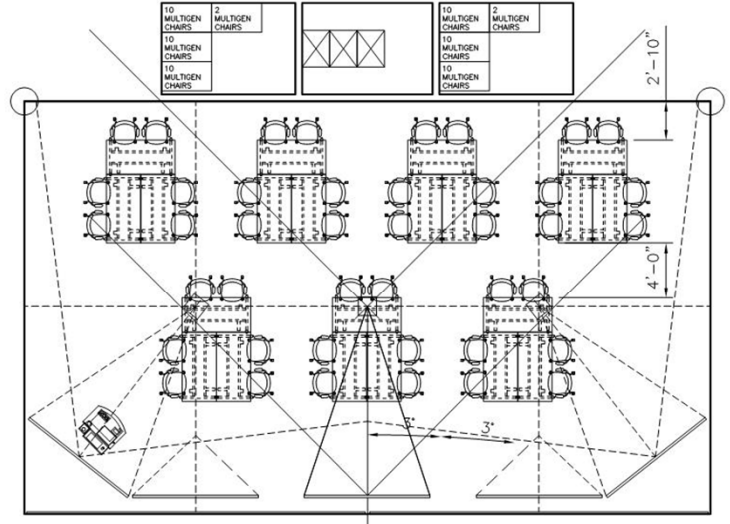
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SGML (2 COMBINED) - GROUP WORK - 7 GROUPS OF 6- 42 SEATS -RADIAL



SGML (2 COMBINED) - GROUP WORK - 7 GROUPS OF 6- 42 SEATS ORTHOGONAL

DRIVING NUMBER
SK-10.I
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**Basis of Design:
Herman Miller Everywhere table Flip Top-30x60**



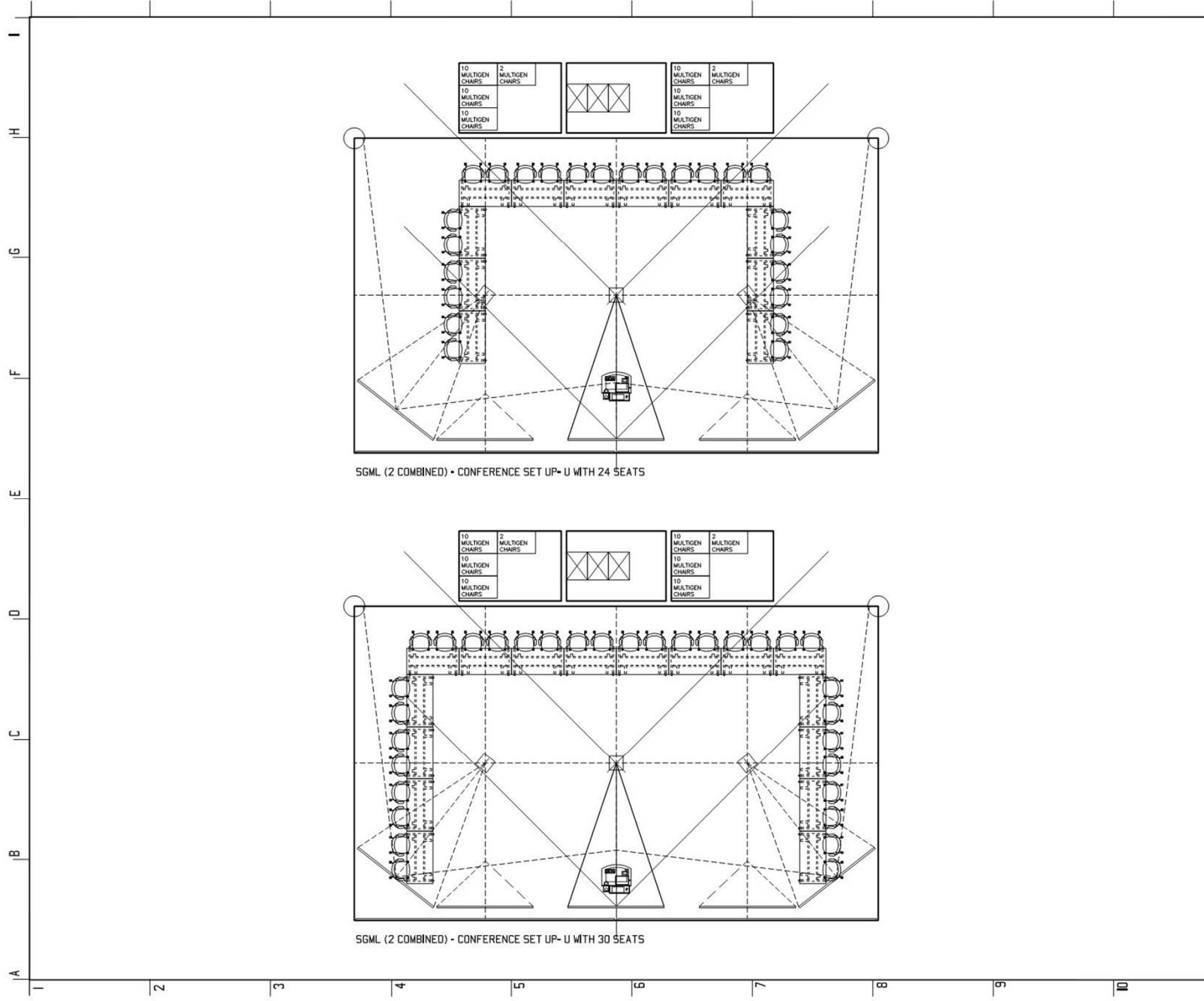
**Basis of Design:
Knoll Multigeneration Stacking Chair**



**Basis of Design:
Knoll Multigeneration Stacking Chair**



**Alt Chair:
Herman Miller Caper Stacking Chair**



SGML (2 COMBINED) - CONFERENCE SET UP- U WITH 24 SEATS

SGML (2 COMBINED) - CONFERENCE SET UP- U WITH 30 SEATS

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1605-INSEAD-Satellite/SF

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Blvd de Constance
77305 Fontainebleau, France

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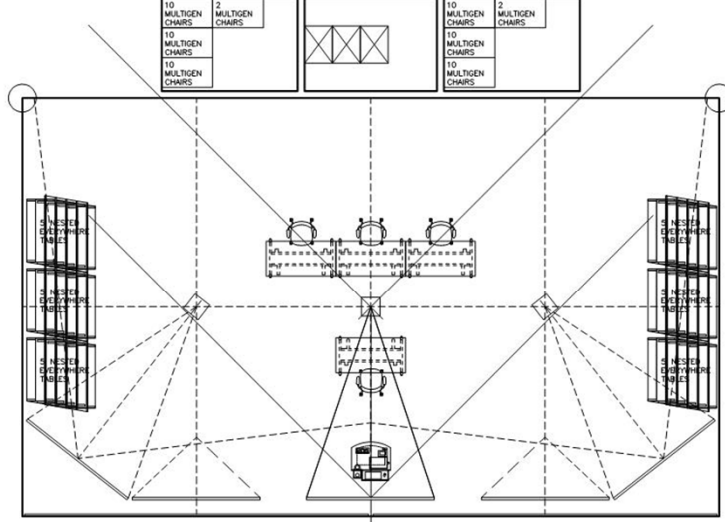
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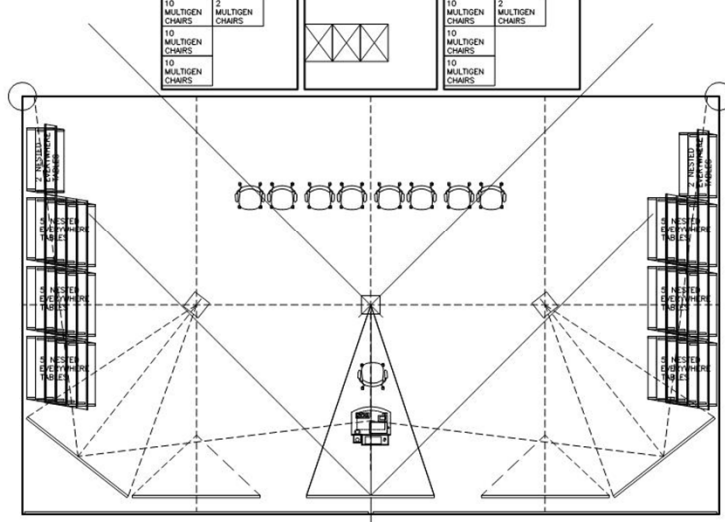
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SGML (2 COMBINED) - "MISE EN PLACE POUR ENTRETIEN"



SGML (2 COMBINED) - "MISE EN PLACE POUR UN FORMATION SST"

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A B C D E F G H I

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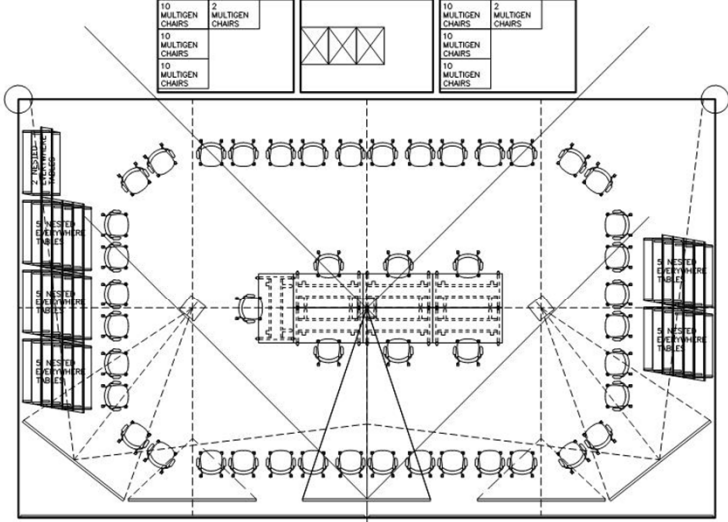
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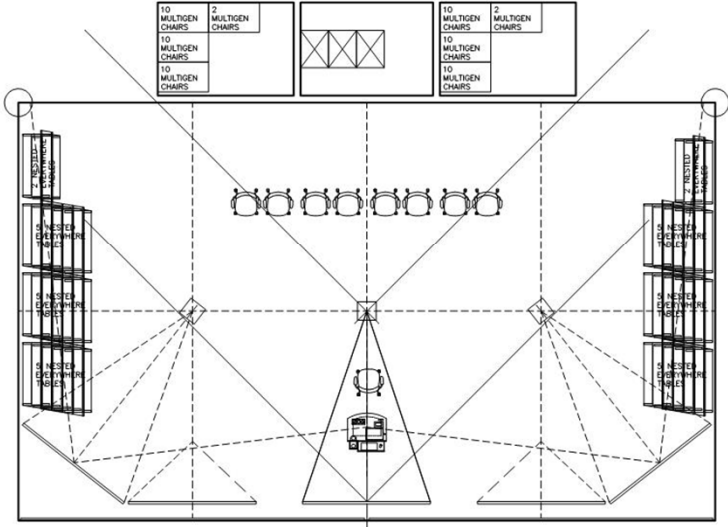
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SGML (2 COMBINED) - EMCC MODULE 5; SAINT GEORGE TRIANGLE SIMULATION



SGML (2 COMBINED) - "MISE EN PLACE POUR UN FORMATION SST"

PROJECT:
1605-INSEAD-Sate(l)ite/SF

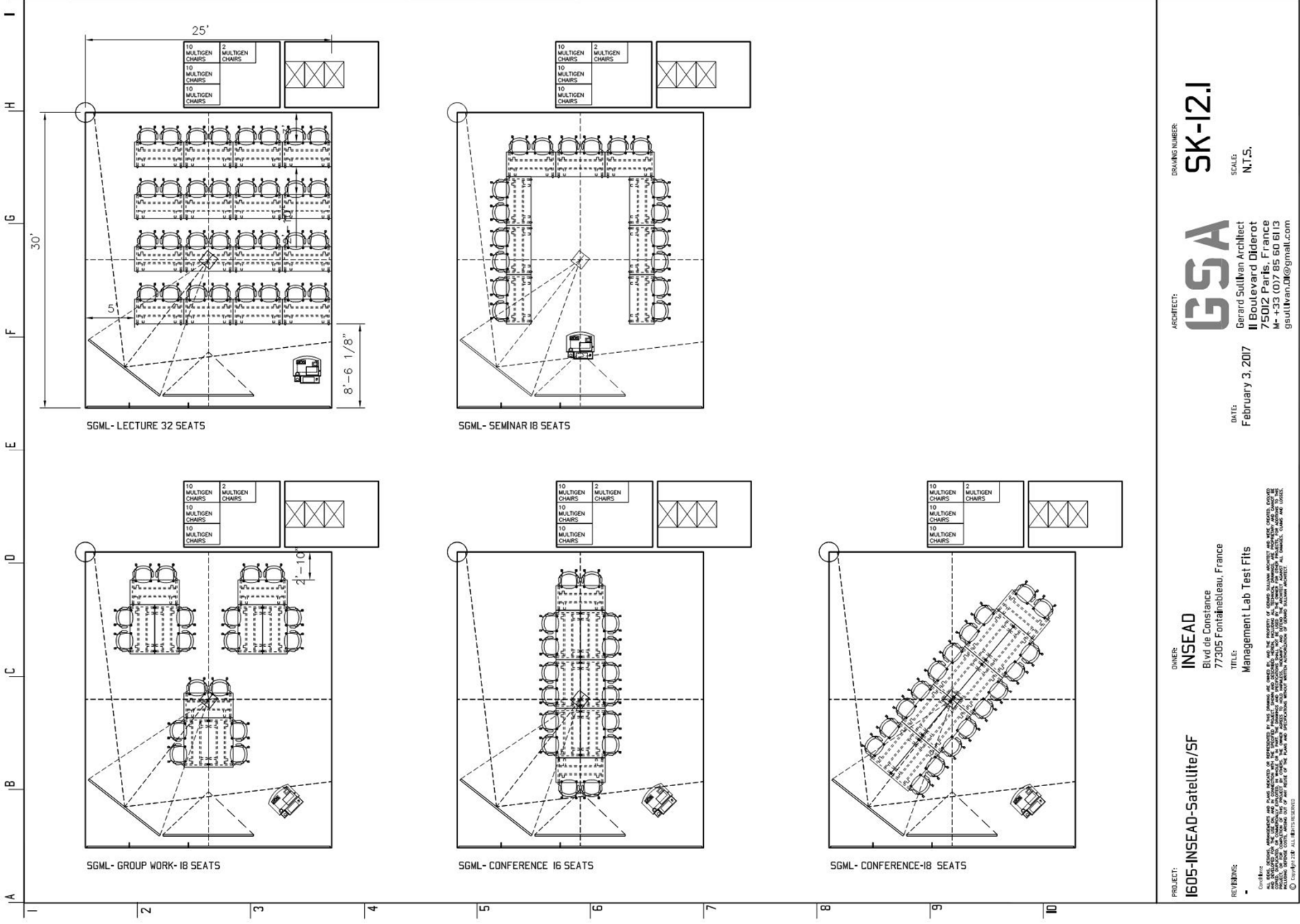
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DATE:
February 3, 2017

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SGML - LECTURE 32 SEATS

SGML - SEMINAR 18 SEATS

SGML - GROUP WORK - 18 SEATS

SGML - CONFERENCE 16 SEATS

SGML - CONFERENCE 18 SEATS

DRAWING NUMBER: **SK-12.I**
 ARCHITECT: **GSA**
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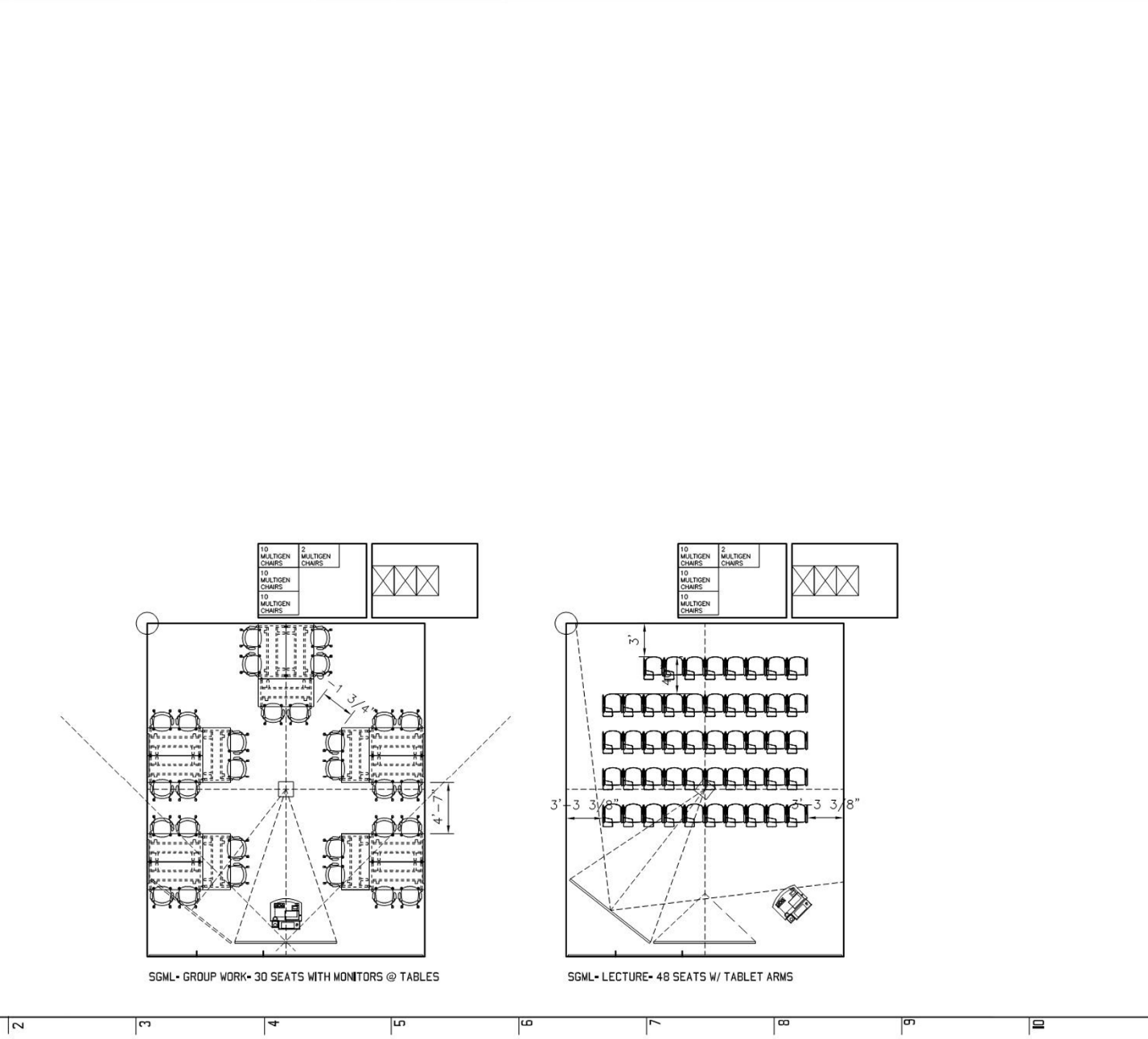
DATE: February 3, 2017
 SCALE: N.T.S.

OWNER: **INSEAD**
 Blvd de Constance
 77305 Fontainebleau, France
 TITLE: Management Lab Test Fits

PROJECT: **1605-INSEAD-Sate(Utre/SF)**
 REVISIONS:

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A B C D E F G H I



PROJECT:
1605-INSEAD-Satellite/SF

OWNER:
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DRAWING NUMBER:
SK-13.1

DATE:
February 3, 2017

SCALE:
N.T.S.

TITLE:
Management Lab Test Fits

REVISIONS:

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**Basis of Design:
Arper Catifa 46 with tablet arm**

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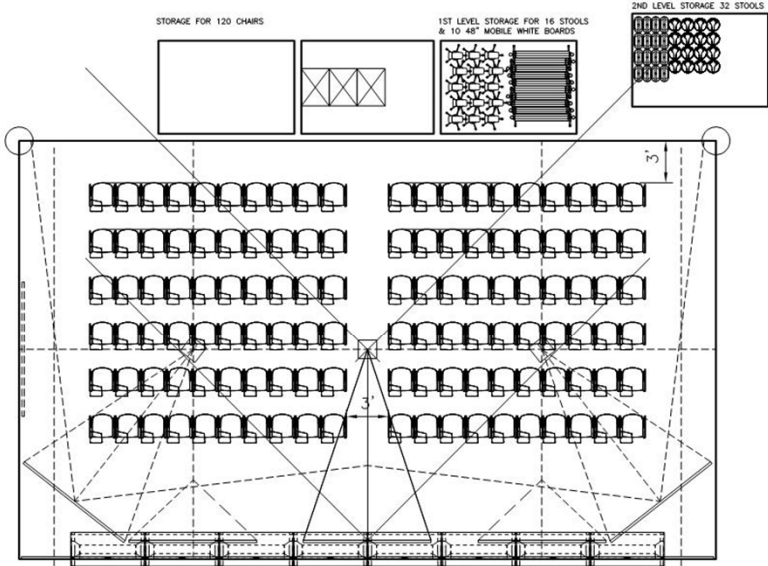
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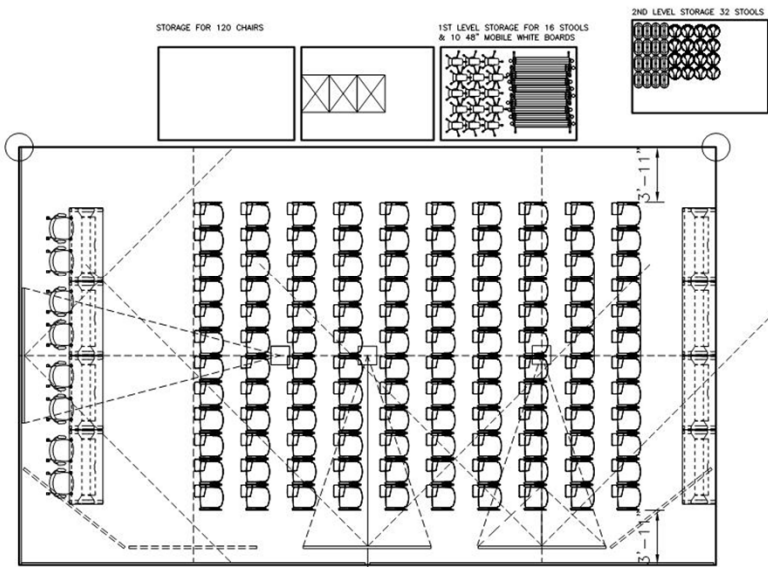
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10

EVENT SPACE- PANEL DISCUSSION- 120 SEATS -6 ROWS OF 20 ORTHOGONAL



EVENT SPACE- PANEL DISCUSSION- 120 SEATS -10 ROWS OF 12



PROJECT: 1605-INSEAD-Sate(Lite)/SF

OWNER: INSEAD
Blvd de Constance
77305 Fontainebleau, France

TITLE: Multipurpose Space Test Fits

ARCHITECT: GSA
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DRAWING NUMBER: SK-14.J

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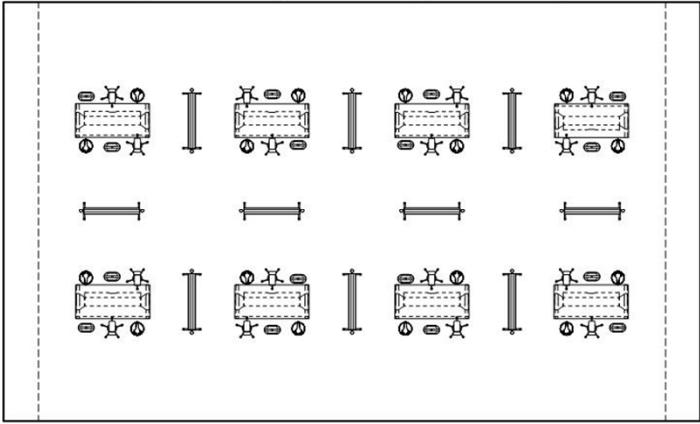
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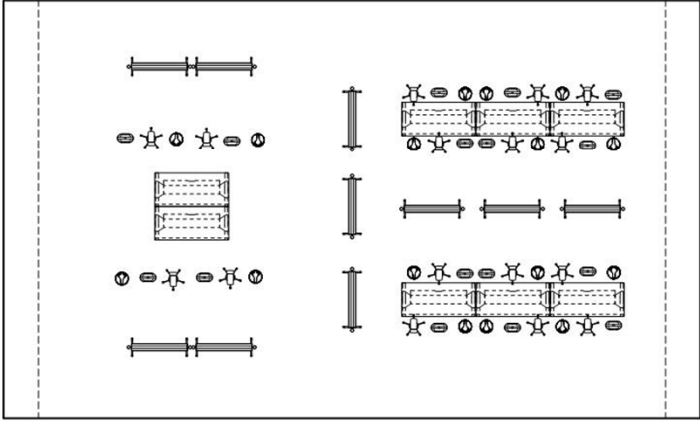
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A B C D E F G H I

1 2 3 4 5 6 7 8 9 10



CREATIVE LAB- WORK MODE- 8 GROUPS OF 6- 48 SEATS



CREATIVE LAB- CRIT MODE- 2 GROUPS OF 6-48 SEATS
 IN CRITIQUE MODE: 6 GROUPS OF 6 IN COLLABORATIVE WORKING MODE

PROJECT: **1605-INSEAD-Satellite/SF**

OWNER: **INSEAD**
 Blvd de Constance
 77305 Fontainebleau, France

TITLE: **Multipurpose Space Test Fits**

DATE: February 3, 2017

ARCHITECT: **GSA**

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**Basis of Design:
Herman Miller Renew Sit Stand Table**



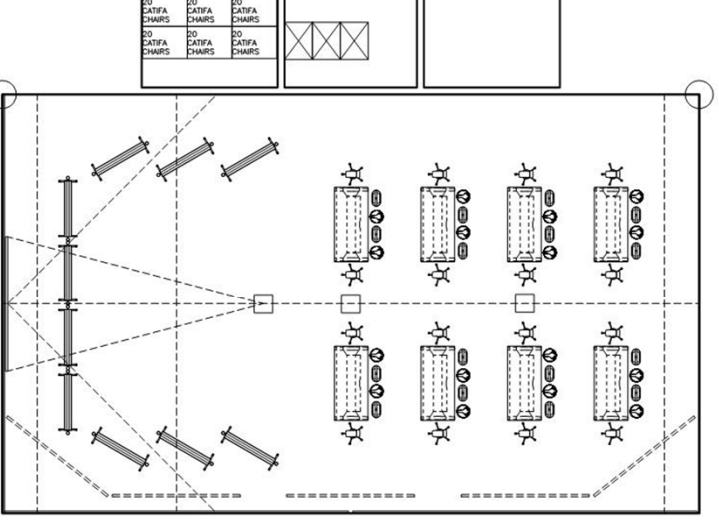
**Basis of Design-Creative Lab Stools (L to R):
Knoll Hilo; Zanotta Stella; Vitra Perch**



**Basis of Design-Creative Lab Whiteboards:
Knoll Scribe 48"**

A B C D E F G H I

1 2 3 4 5 6 7 8 9 10



CREATIVE LAB- LEARNING MODE- 8 GROUPS OF 6

DRAWING NUMBER:
SK-16.I

SCALE:
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DATE:
February 3, 2017

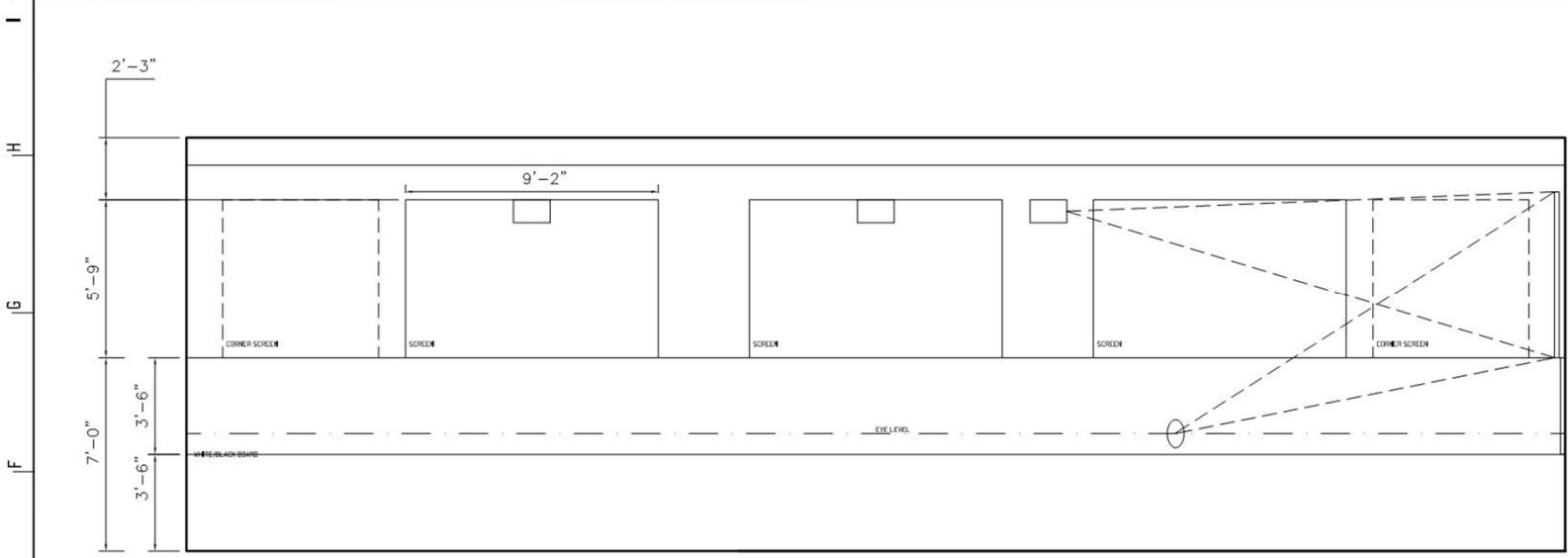
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INSEAD
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77305 Fontainebleau, France

TITLE:
Large Event Space Test Fits

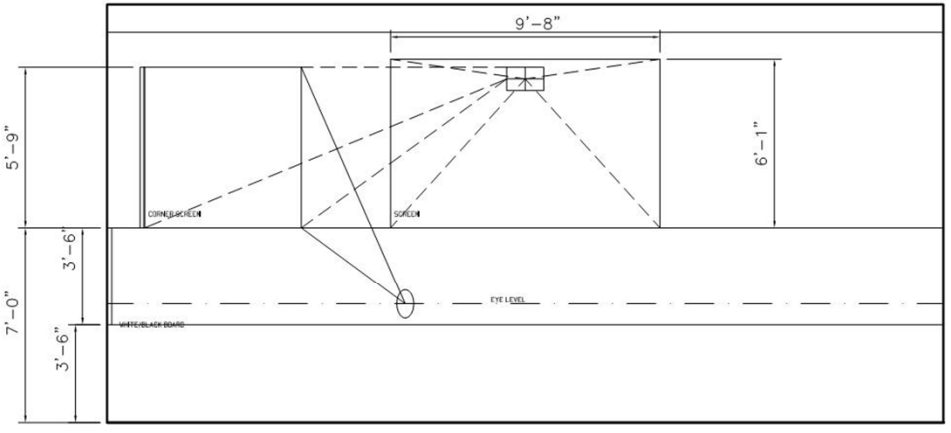
PROJECT:
1605-INSEAD-Satellite/SF

REVISIONS:
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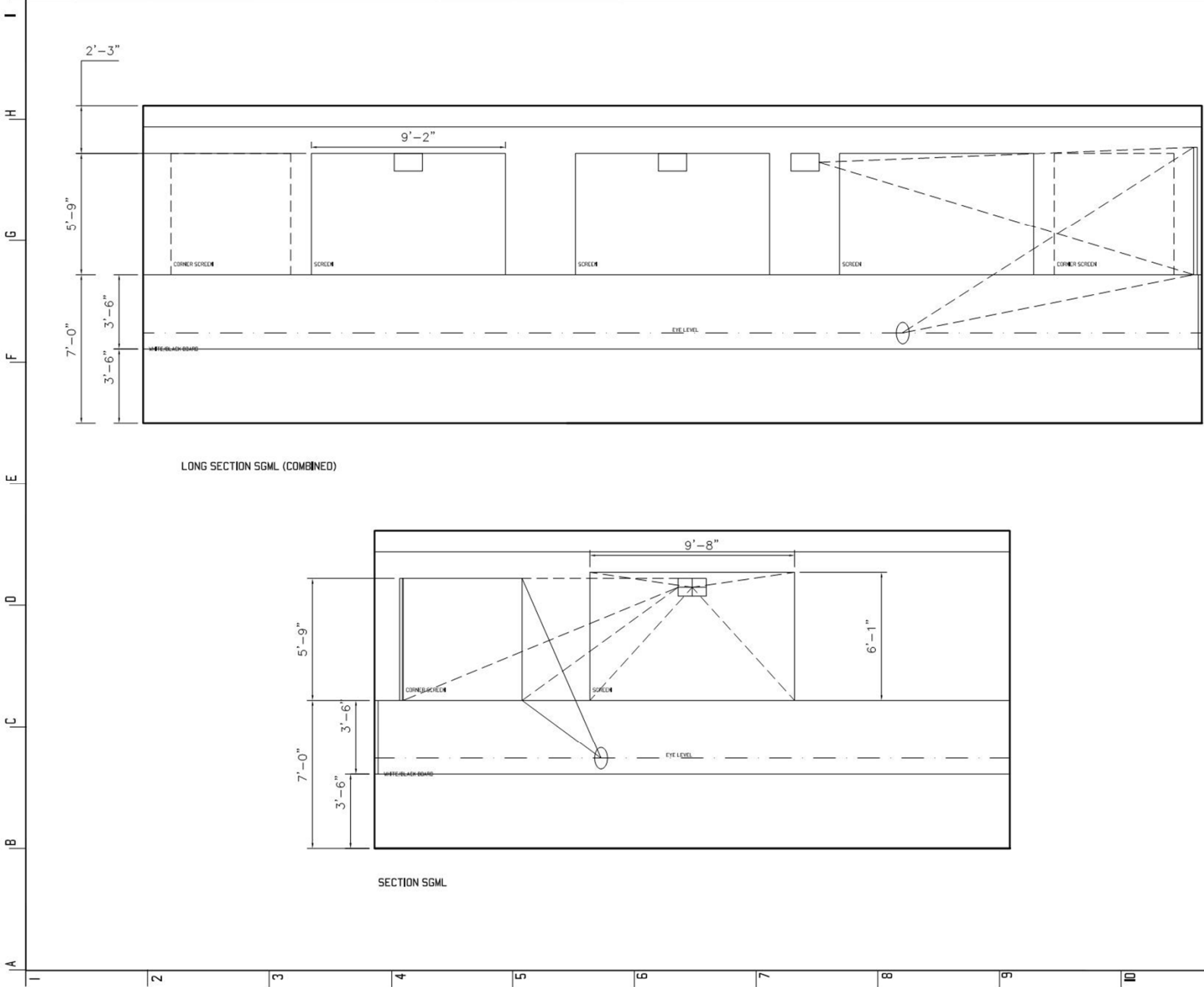
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LONG SECTION SGML (COMBINED)



SECTION SGML



PROJECT:
1605-INSEAD-Sate(Lite)/SF

OWNER:
INSEAD
 Blvd de Constance
 77305 Fontainebleau, France

TITLE:
Diagramatic Sections Through Labs

DATE:
 January 10, 2017

ARCHITECT:
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DRAWING NUMBER:
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SCALE:
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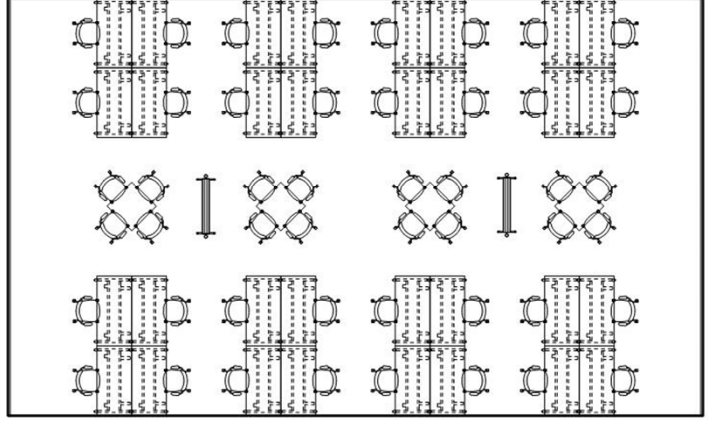
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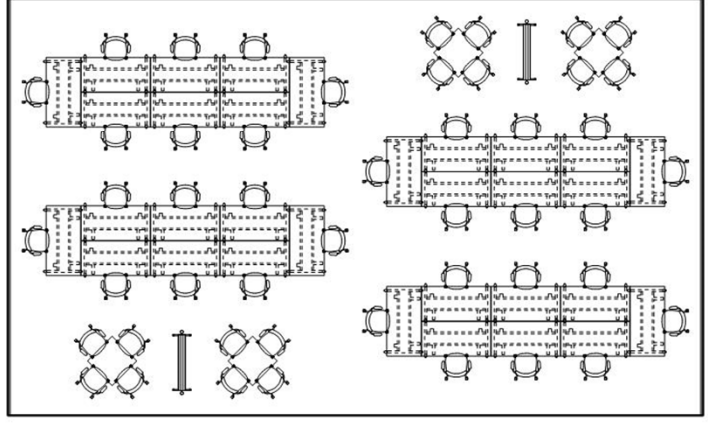
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INCUBATOR • 32 SEATS-SMALL TEAMS (2 TO 4 PERSONS)



INCUBATOR • 32 SEATS-LARGER TEAMS (8 TO 16 PERSONS)

PROJECT:
1605-INSEAD-Satellite/SF

OWNER:
INSEAD
Blvd de Constance
77305 Fontainebleau, France

DRAWING NUMBER:
SK-18

ARCHITECT:
GSA

TITLE:
Interim Incubator Test Fits

DATE:
January 10, 2017

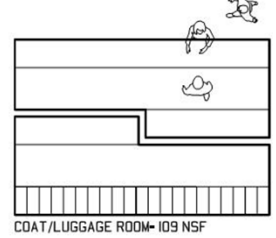
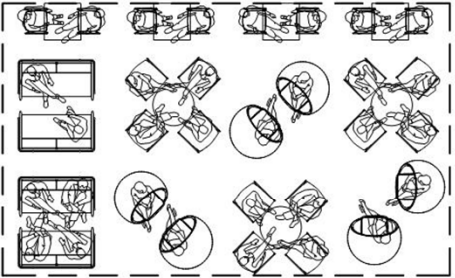
SCALE:
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ARCHITECT:
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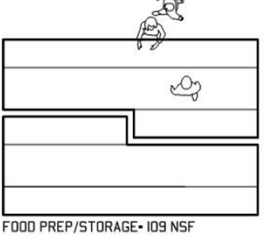
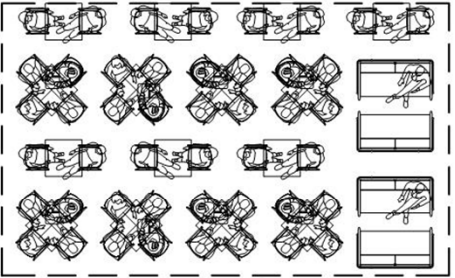
LOUNGE- 32 SEATS- 625 NSF



RECEPTION- 109 NSF

COAT/LUGGAGE ROOM- 109 NSF

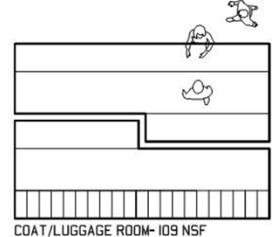
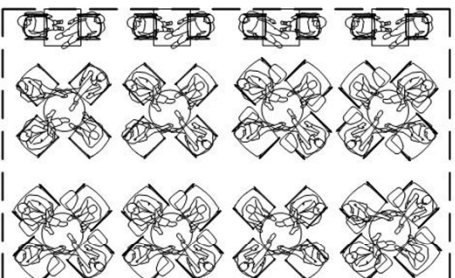
CAFE/BAR- 54 SEATS - 625 NSF



FOOD DISPLAY/SERVICE- 109 NSF

FOOD PREP/STORAGE- 109 NSF

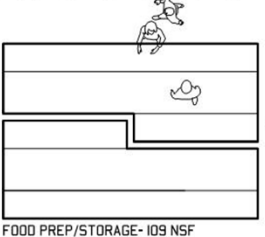
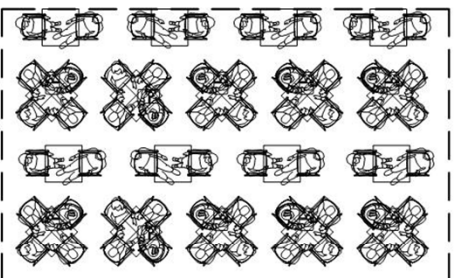
LOUNGE- 40 SEATS- 625 NSF



RECEPTION- 109 NSF

COAT/LUGGAGE ROOM- 109 NSF

CAFE/BAR- 56 SEATS - 625 NSF



FOOD DISPLAY/SERVICE- 109 NSF

FOOD PREP/STORAGE- 109 NSF

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PROJECT: 1605-INSEAD-Satellite/SF

OWNER: INSEAD
Blvd de Constance
77305 Fontainebleau, France

TITLE: Public Space Test Fits

DATE: January 10, 2017

ARCHITECT: **GSA**
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SCALE: N.T.S.

Consulting Architect: INSEAD-Paris, France
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**Basis of Design-Bar Café/Lounge:
Arper Ginger Tables**



**Basis of Design-Bar Cafe:
Arper Catifa 46 Sled-Stackable**



**Basis of Design-lounge:
Arper Catifa 80**



**Basis of Design-lounge:
Arno Ball Chair**



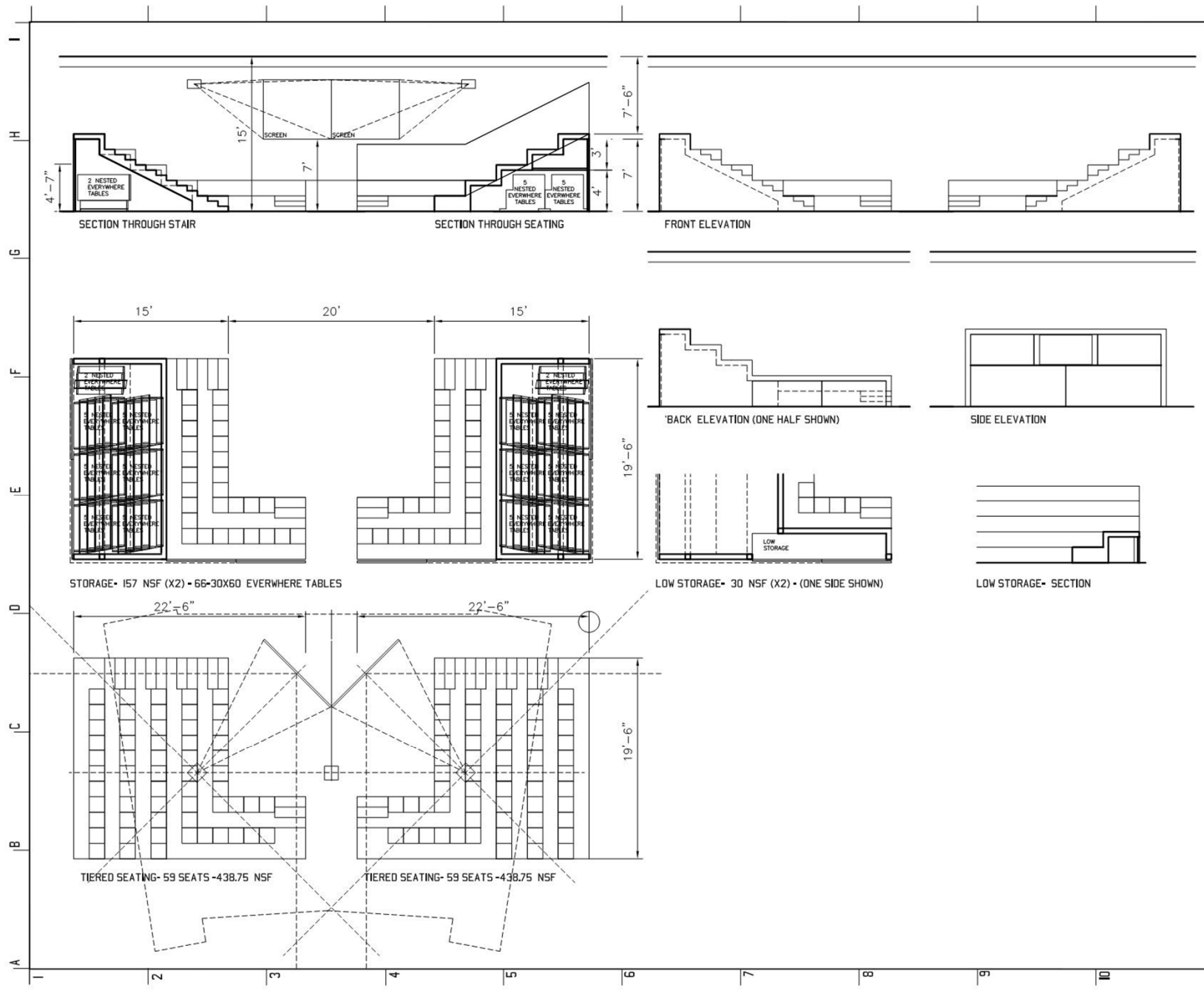
privacy



**Basis of Design-lounge:
Vitra-Alcove Sofa-2 Seater**



meeting/breakout



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 SCALES: N.T.S.

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DATE: February 3, 2017

OWNER: **INSEAD**
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 77305 Fontainebleau, France
 TITLE: Tiered Seating Test Fits

PROJECT: **1605-INSEAD-Sate(Lite)/SF**
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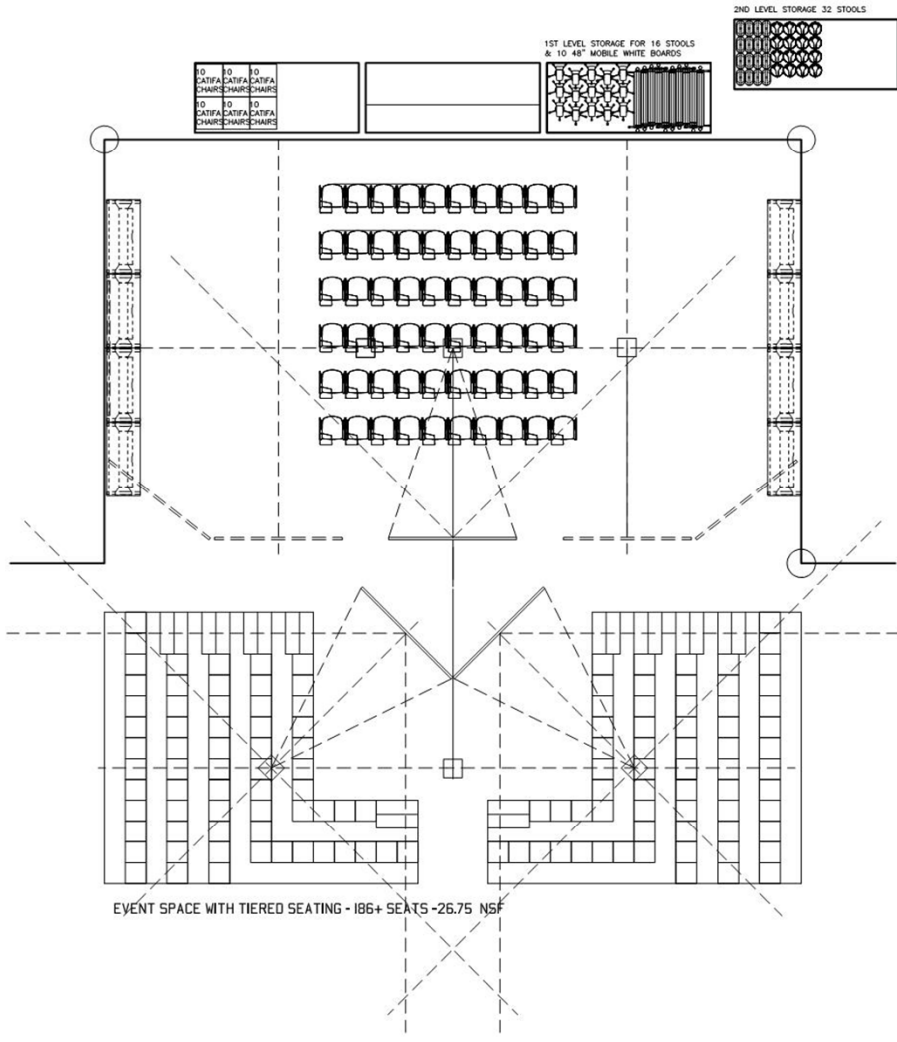
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EVENT SPACE WITH TIERED SEATING - 186+ SEATS - 26.75 NSF

10 CHAIRS
10 CATIFA
10 CATIFA

1ST LEVEL STORAGE FOR 16 STOOLS
& 10 48" MOBILE WHITE BOARDS

2ND LEVEL STORAGE 32 STOOLS

PROJECT:

1605-INSEAD-Satellite/SF

REVISED:

OWNER:

INSEAD
Blvd de Constance
77305 Fontainebleau, France

TITLE:

Tiered Seating Test Fit

ARCHITECT:

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DRAWING NUMBER:

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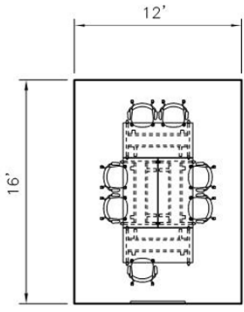
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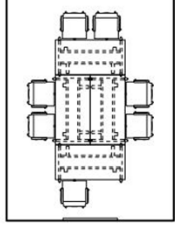
January 10, 2017

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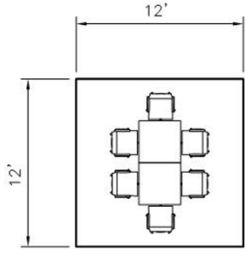
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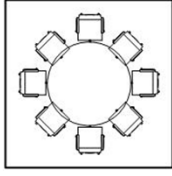
BOR-6 SEATS;
1 to 2 COACHES I92 NSF



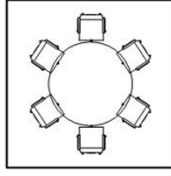
BOR-6 SEATS;
1 to 2 COACHES I92 NSF



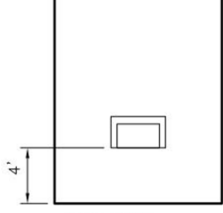
BOR-6 SEATS;
1 to 2 COACHES I44 NSF



BOR-8 SEATS;
1 to 2 COACHES I44 NSF



BOR-6 SEATS;
1 to 2 COACHES I44 NSF



SECTION BOR

PROJECT:
1605-INSEAD-Sate(l)ite/SF

OWNER:
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Blvd de Constance
77305 Fontainebleau, France

DATE:
February 3, 2017

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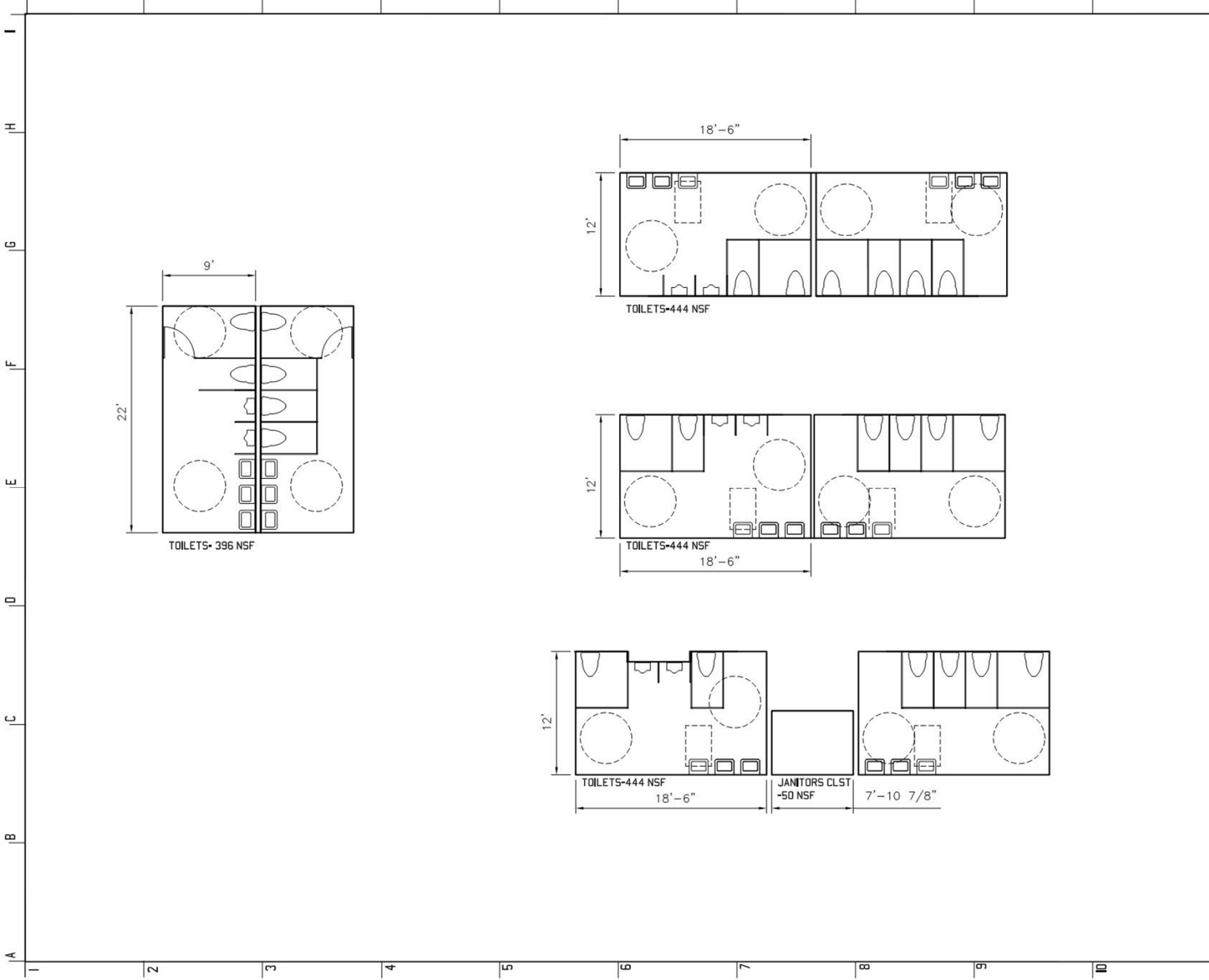
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**Basis of Design-BOR:
Eames Aluminum Group Executive Chair**



**Basis of Design-BOR:
Knoll Multigeneration Hybrid**



PROJECT:

1605-INSEAD-Sate(Lite)/SF

OWNER:

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BENCHMARKING



INSEAD Satellite-San Francisco
 Benchmarking Matrix
 February 3, 2017

Subject/Focus Area	D-School- Stanford, Palo Alto, Ca.	INSEAD Creative Garage- Singapore	Unicredit Learning NavCenter- Milan, Italy	HBS Hives -Cambridge, Mass.	HBS i-Lab- Cambridge , Mass.
Architect	NA	Eight Inc.	Matt Taylor	NA	Shepley Bulfinch
Size	NA	1400 sf	12000+	2 floors: 26,060sf & 19,800 sf	28,500sf
Capacity		NA	NA	NA	NA
Completion Date		2011	2007	2011	2011
Classroom Discription	Highly flexible workshop type environment.	Highly flexible classroom easily reconfigured to accomodate diverse learning scenarios	Highly flexible classroom easily reconfigured to accomodate diverse learning scenarios	10 circular modular learning spaces. Each equipped uniquely to test different solutions.	Flexible Class room seats 90 at tables and 150 in chairs only; Workshop can accommodate up to 200.
Purpose/Goals	The d.school is a hub for innovators at Stanford. Students and faculty in engineering, medicine, business, law, the humanities, sciences, and education take on the world's messy problems together. Human values are at the heart of our collaborative approach. The focus is on transformative learning experiences that allow the students to develop processes for producing creative solutions to the most complex challenges.	The new environment is a social space for collaboration, emotion, creation and change. This new design studio creates space for learning through creating and collaborating. Each detail, from the moveable tables and presentation boxes, to the flexible hanging gallery, allow for a transformative space. Tiered seating on the perimeter provides a relaxed social area where students can take a break and doubles as event seating.	The Learning Center is designed to stimulate work and personal growth. The Learning Center offers eight different spaces, each with its own architectural features and flexible modular layouts. They have been named Agora (400sm/350ppl), Leadership(250sm/100ppl), Integrity (180sm/50ppl), Sustainability(70sm/25ppl), Fairness (60sm/25ppl) Transparency (60sm/25ppl), Freedom (40sm/10ppl) and Respect (40sm/10ppl).	The Hive supports intensive small-group exercises and team dynamics; enabled to facilitate the required HBS Field Course	University-wide resource available to students interested in entrepreneurship and innovation; sponsor programs for community entrepreneurs and small businesses. The facility host community programs and has a street entrance in addition to the campus entrance. Committed to environmentally responsive design.
Furniture Concept	Flexible	Stools to encourage activity and engagement among the groups.Easily configurable.	Flexible reconfigurable.	Easily reconfigurable to move between large group discussions and small team collaborations	Flexible reconfigurable.
Notable Innovative Technology	NA	NA	Agora equipt with 6 distributed maxi screens to facilitate viewing; State-of-the-art video and audio recording capabilities.	NA	NA
Amenities-Bar/Cafeteria	Yes	No	Yes	No	Student social/work space The i-lab provides an open kitchen with a gaming zone and cafe seating. The community lobby hosts a second cafe space that is open to those attending lectures and events in the space.
Amenities-Social Space	Yes	No	Yes	No	Open to the public and Harvard community, the lobby and adjacent cafe provides space for informal gatherings, lectures, and events with entrepreneurs and innovators.
Notable Other Features		Custom designed mobile tool boxes/display board to contain tools needed for project work	Art in every room; Plants	NA	Workshop equipped with power tools, prototyping materials and a 3-D printer; Reception spaces
Director's & Users Comments		Manuel says: compared to students from previous editions of the course, the students who took the class in the Creative Garage had greater energy and enthusiasm for the course content. They also exhibited different body language and facial expressions when working on projects, and also showed an increased level of engagement in the course.	Spaces for 40 to 50 person spaces are the ideal size. With technology you can reach out to larger groups.	NA	NA

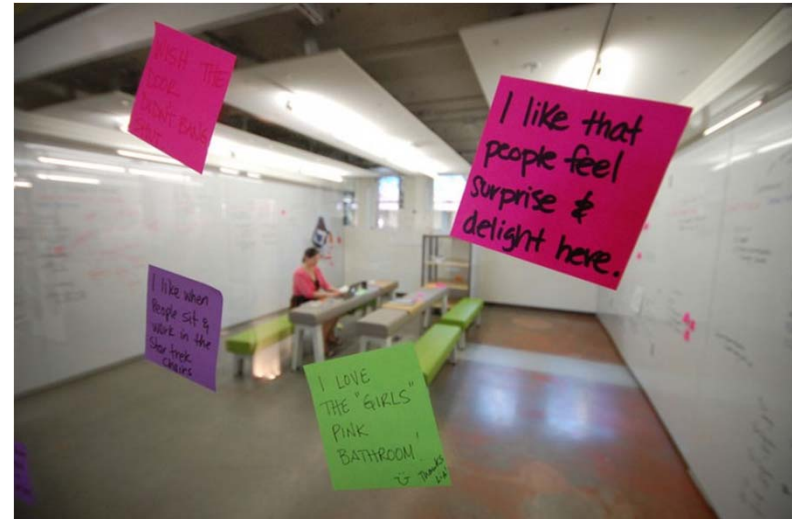


INSEAD SateLite-San Francisco
 Benchmarking Matrix
 February 3, 2017

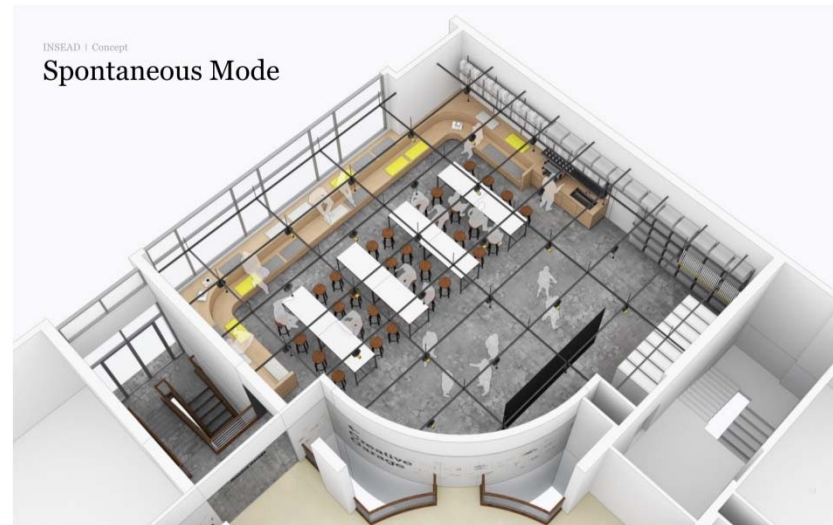
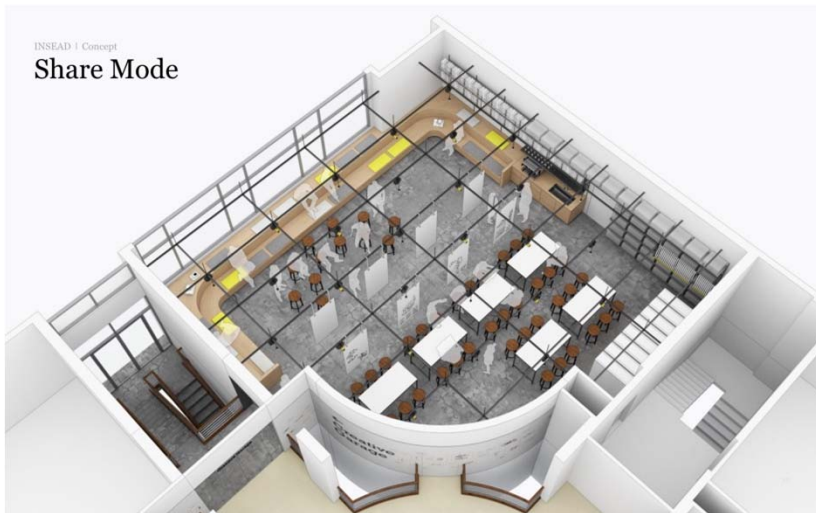
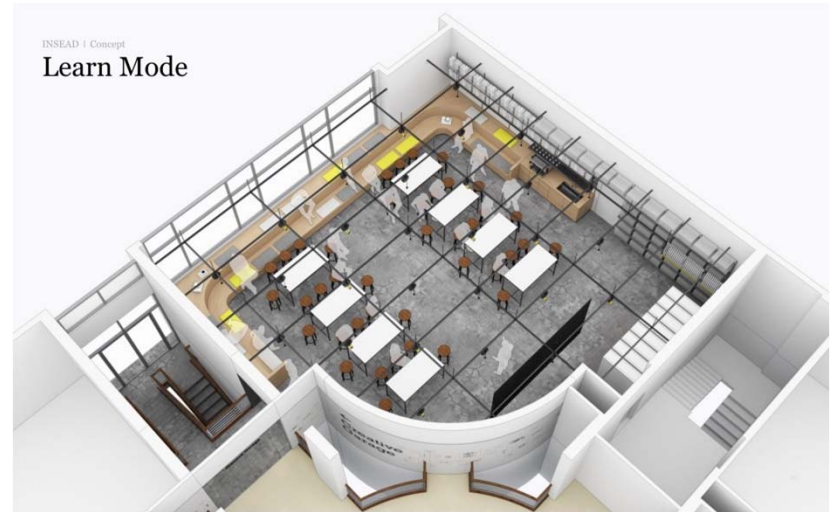
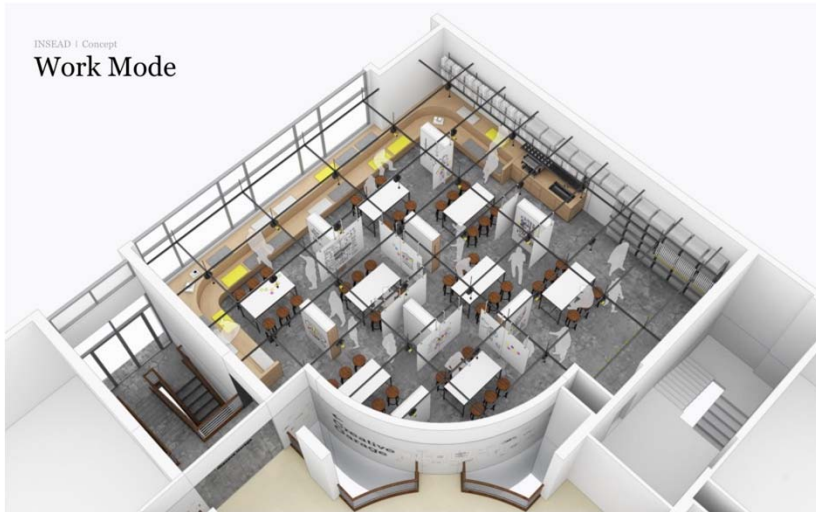
Subject/Focus Area	Learning Hub- Nanyang Technological University, Singapore	PCH Innovation Hub- San Francisco, CA	Impact Hub- Berlin	AirBnB CX Hub- Portland, Oregon	The 507 Fab Houses- Chalette-sur-Loing, France (Hutchinson Group-HG)
Architect	Heatherwick Studio	ChrDauer Architects	Leroux Sichrovsky Architects	Bora Architects	Encore Heureux
Size	150,000	30,000	NA (-10000)	17,000	45,200 sf
Capacity		NA	NA	NA	NA
Completion Date	2015	2014	2015	2014	2016
Classroom Discription	The new-generation smart classrooms to support its new learning pedagogies that promote interactive small group teaching and active learning. The flexible format of the rooms allows professors to configure for better student engagement and collaboration.	NA	NA	NA	NA
Purpose/Goals	The Learning Hub at NTU is a structure that interweaves both social and learning spaces to create a dynamic environment more conducive to casual and incidental interaction between students and professors.	Innovation Hub for Manufacturing Processes Consultancy with multiple sponsors	Social Innovators from within and beyond the public, private and third sectors are establishing a new form of commerce for the 21st Century. Impact Hub Berlin is becoming the place they call home. Each Impact Hub community is a wealth of innovative programs, events, and cutting -edge content. Step into Impact Hub Berlin and immerse yourself in the local experience of a global movement	The project redefines the call center. The intention is to create varied work environments so that agents can vary their work environment based on the specific tasks at hand.	The facility creates spaces to: SHARE: Places to welcome clients. Living spaces for HG to Organize events, meeting, training, conferences and team building activities. Exchange best practices. Develop cross fertilization. INVENT: Places to innovate differently. Reduce time to market. Invent new business models and develop digital inputs. Places to develop team creativity with new methods. EXPERIENCE: User friendly environment. Modular spaces and high tech facilities. Inspirational and collaborative areas.
Furniture Concept	Flexible reconfigurable	Flexible and reconfigurable.	Flexible and reconfigurable.	Customized with an emphasis on variable fixed furniture arrangements	NA
Notable Innovative Technology	NA	NA	NA	NA	NA
Amenities-Bar/Cafeteria	NA	Yes	Yes	Yes	Yes
Amenities-Social Space	Yes	Yes	Yes	Yes	Yes
Notable Other Features	Atrium, outdoor balconies and recreation spaces.	Exterior Social Space	NA	Fluid varied work space	NA
Director's & Users Comments	"The new Learning Hub provides an exciting mix of learning, community and recreational spaces for NTU students, professors and researchers from various disciplines to gather and interact. By bringing people and their ideas together, NTU can spark future innovations and new knowledge that increasingly happen at the intersection of disciplines."	NA	NA	NA	NA



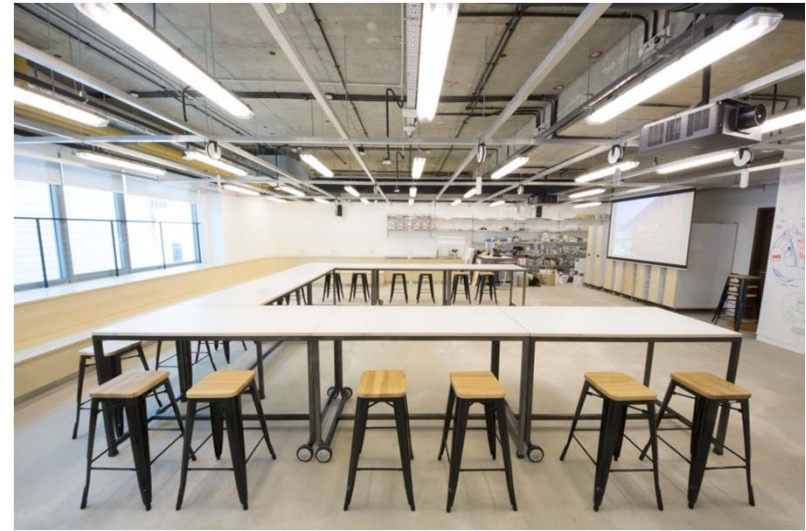
D-School



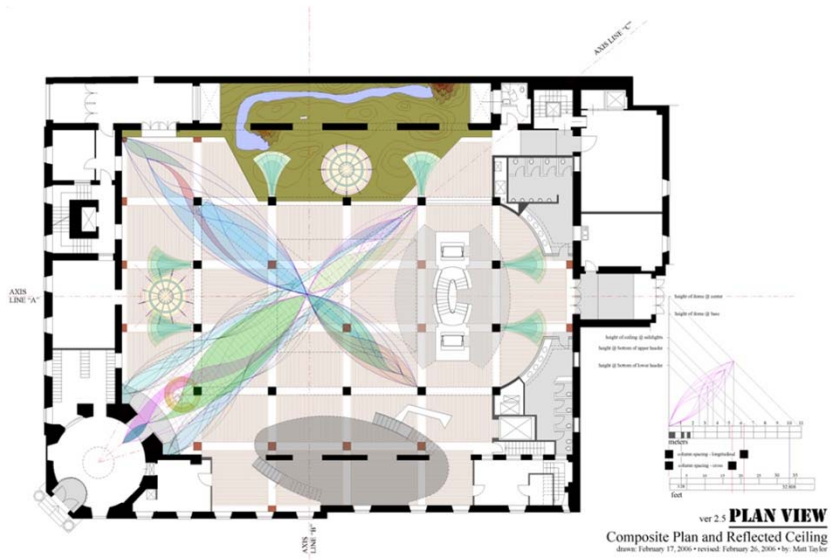
D-School



INSEAD Creative Garage



INSEAD Creative Garage



agora



leadership



integrity

Unicredit Learning NavCenter, Milan



sustainability



fairness/transparency

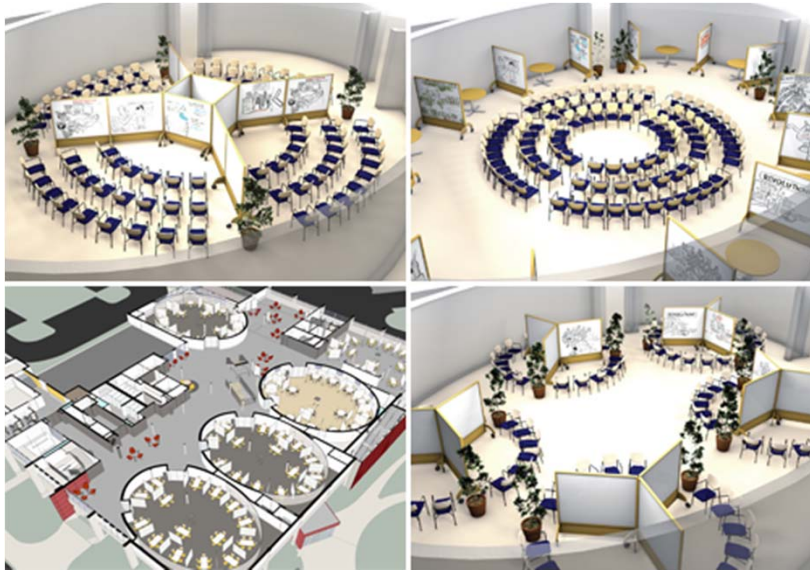


freedom

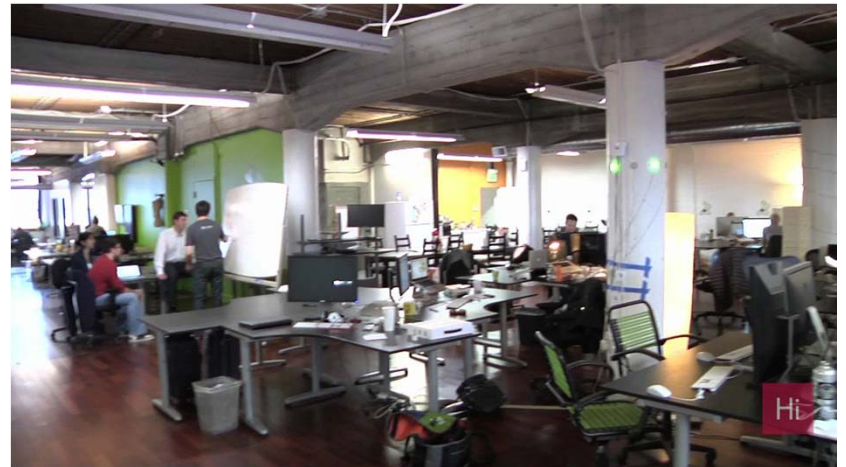


respect

Unicredit Learning NavCenter, Milan



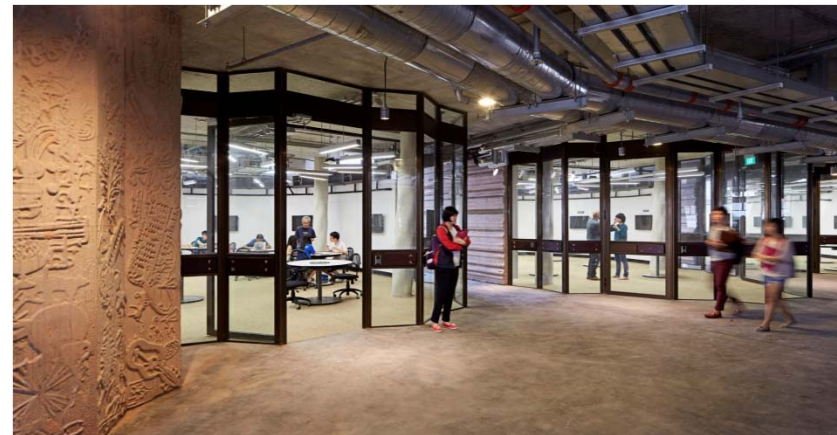
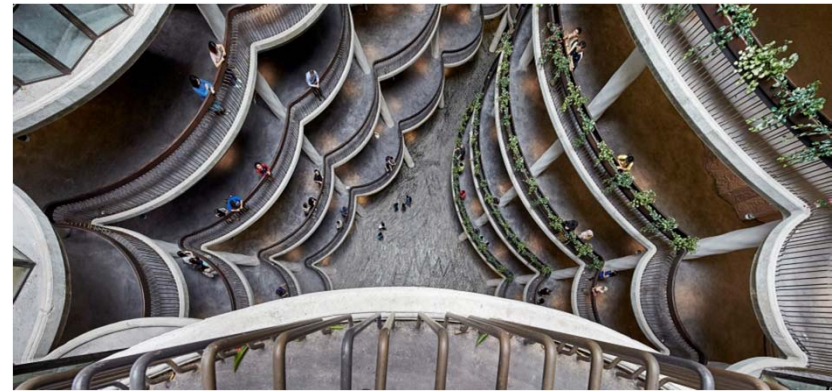
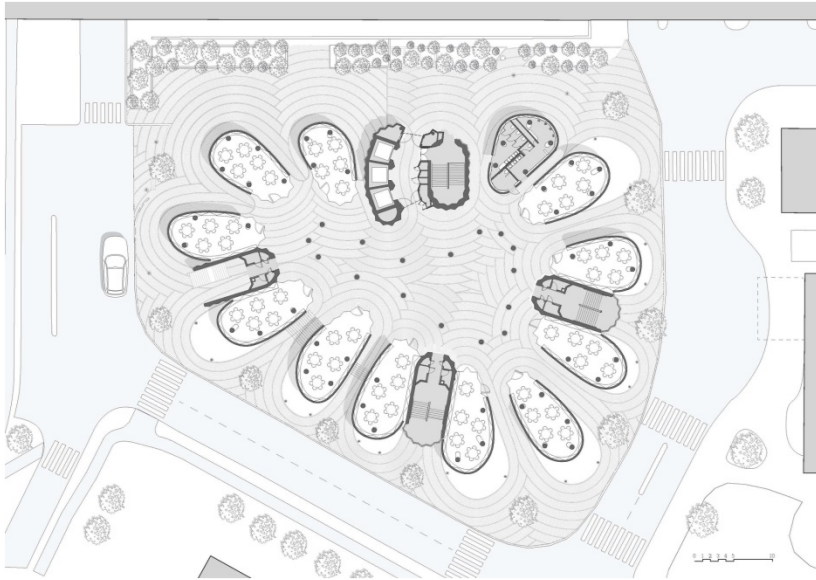
HBS Hives



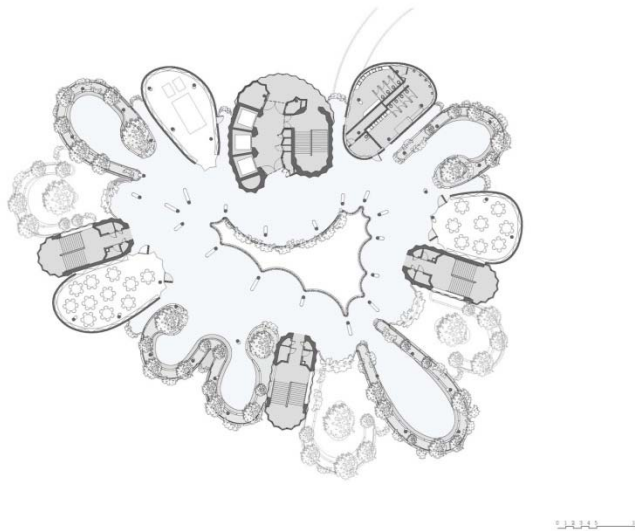
HBS iLab



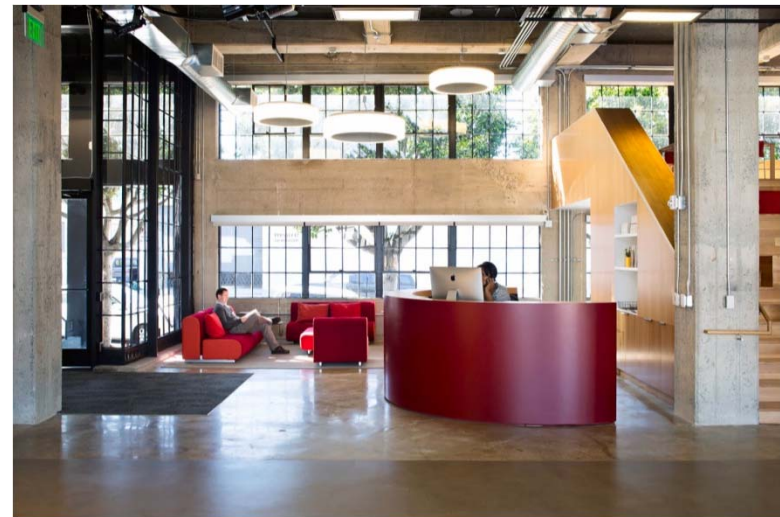
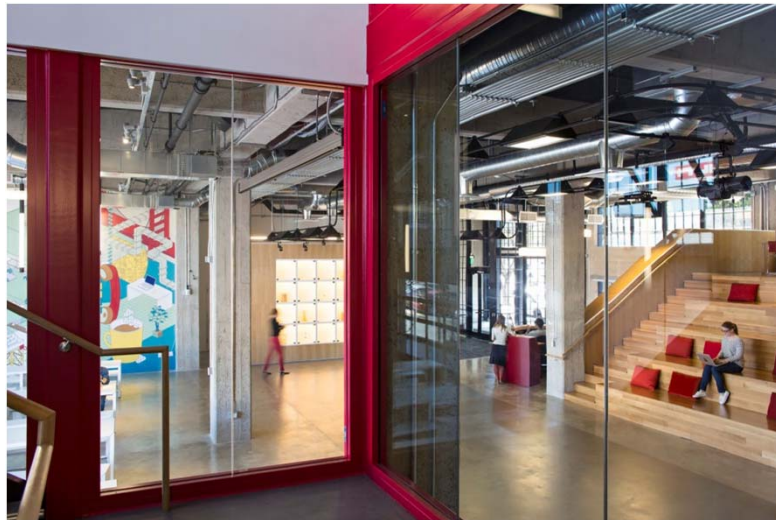
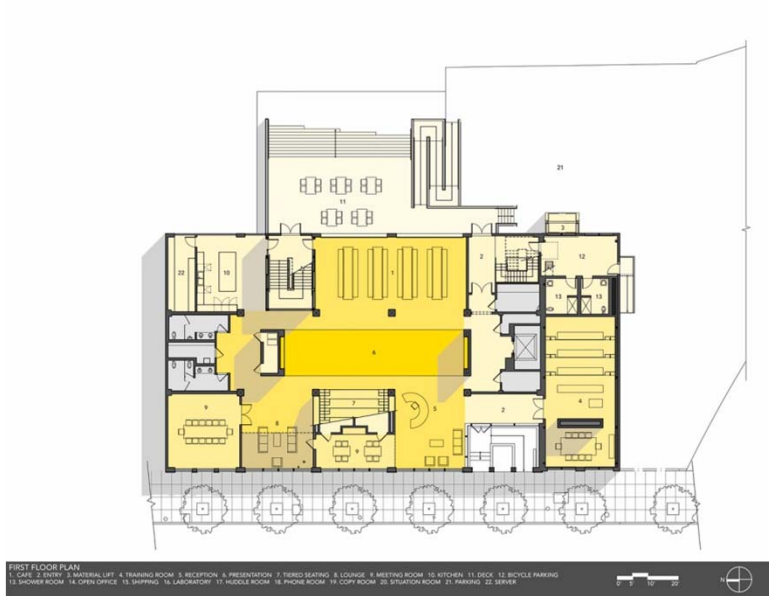
HBS iLab



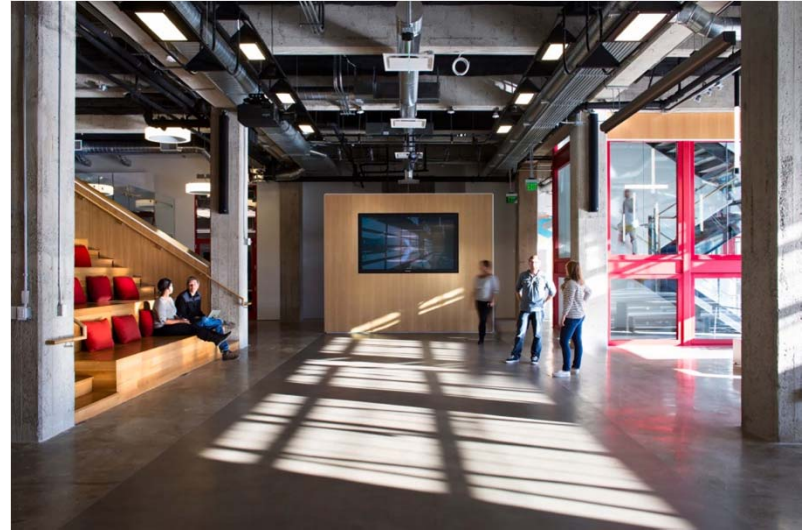
Learning Hub, Nanyang Technical University, Singapore



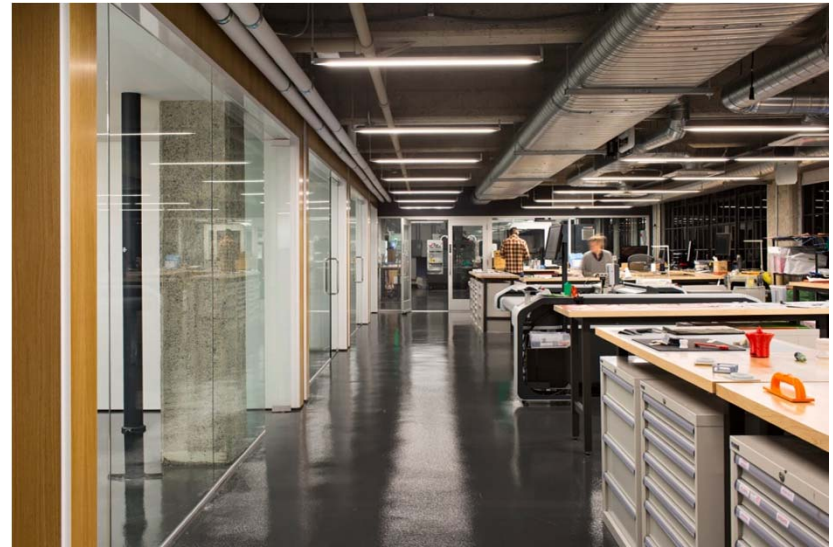
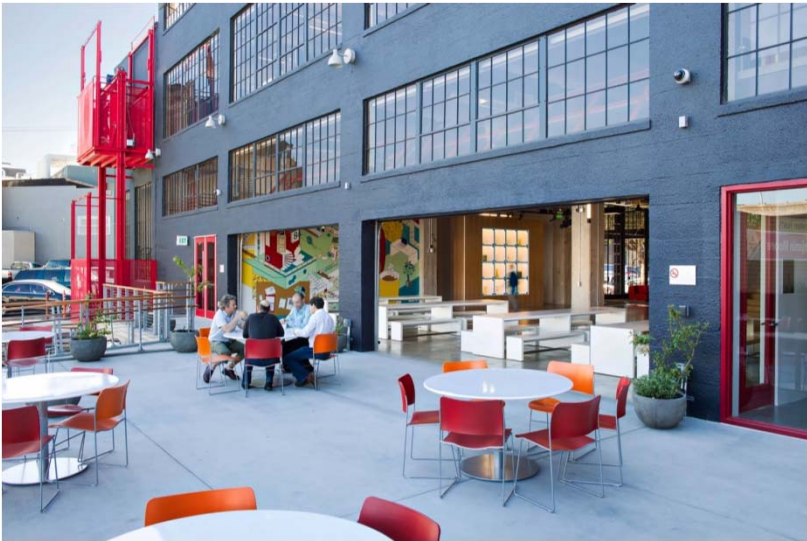
Learning Hub, Nanyang Technical University, Singapore



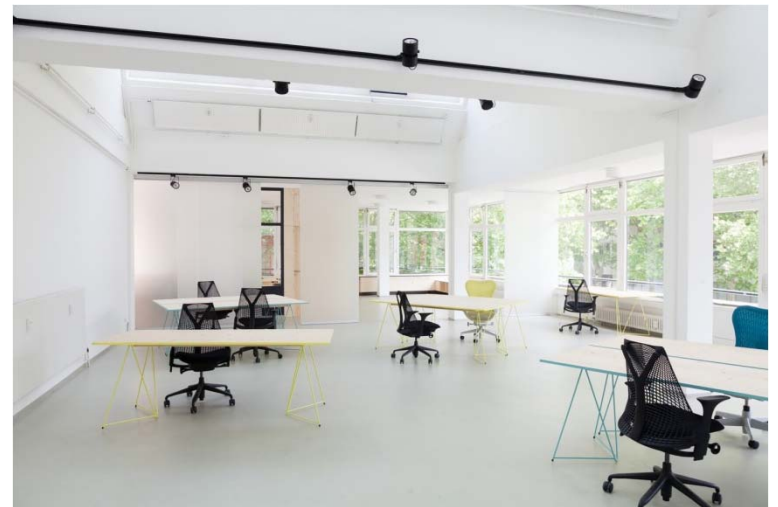
PHC Innovation Hub, San Francisco



PHC Innovation Hub, San Francisco



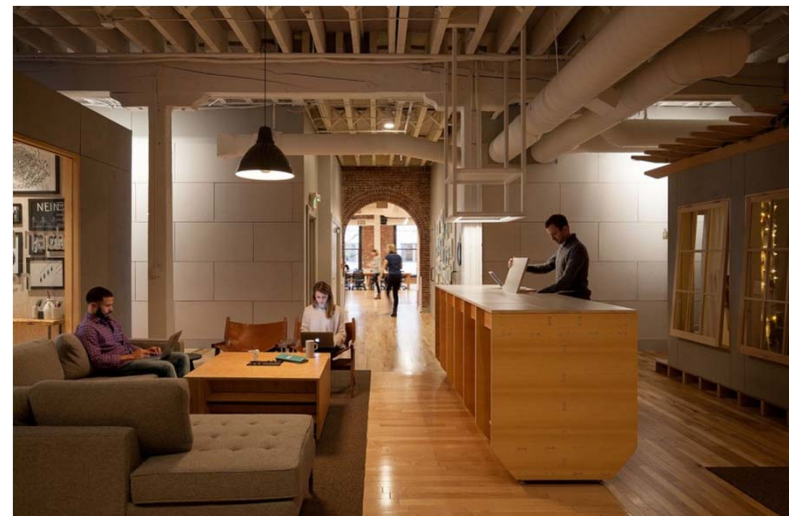
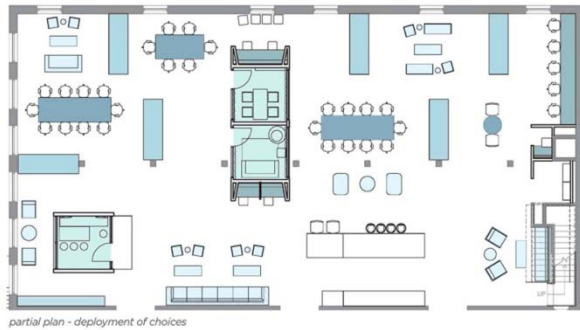
PHC Innovation Hub, San Francisco



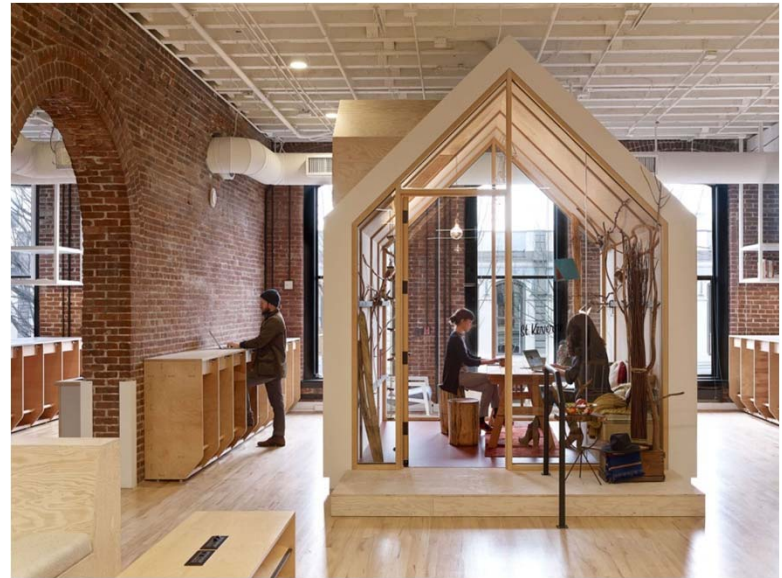
Berlin Impact Hub



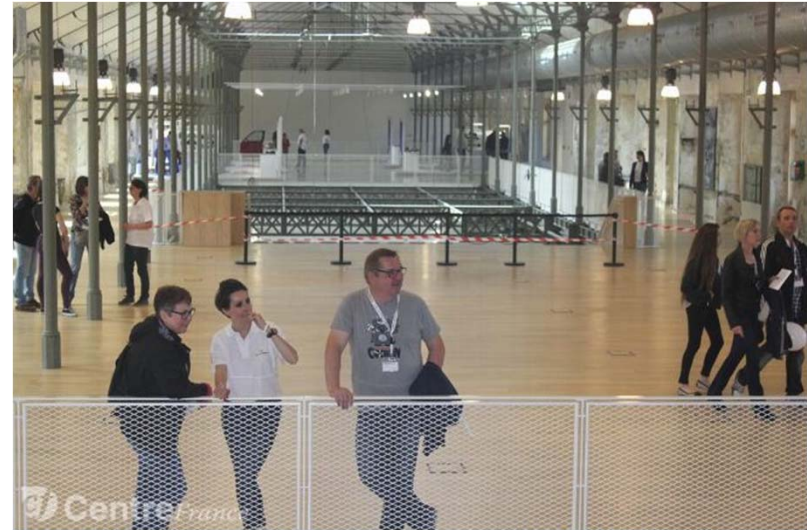
Berlin Impact Hub



Airbnb CX Hub-Portland



Airbnb CX Hub-Portland

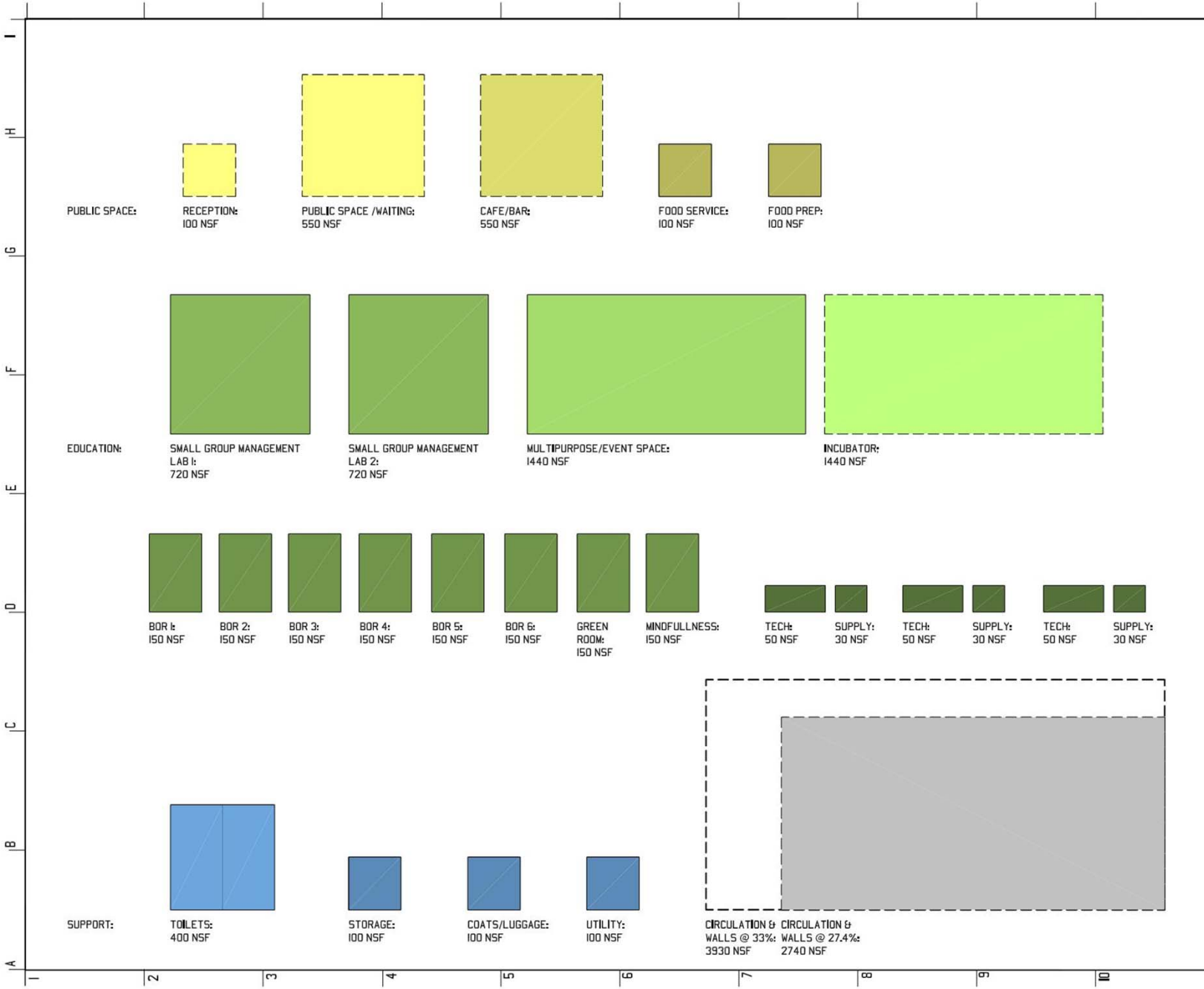


507, Fab House, Hutchenson Group, Chalette-sur-Loing, France

APPENDICIES

appendix I: program studies

program version I



DRAWING NUMBER: SK-01

SCALE: N.T.S.

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 gsullivan.01@gmail.com

DATE: January 10, 2017

OWNER: X X

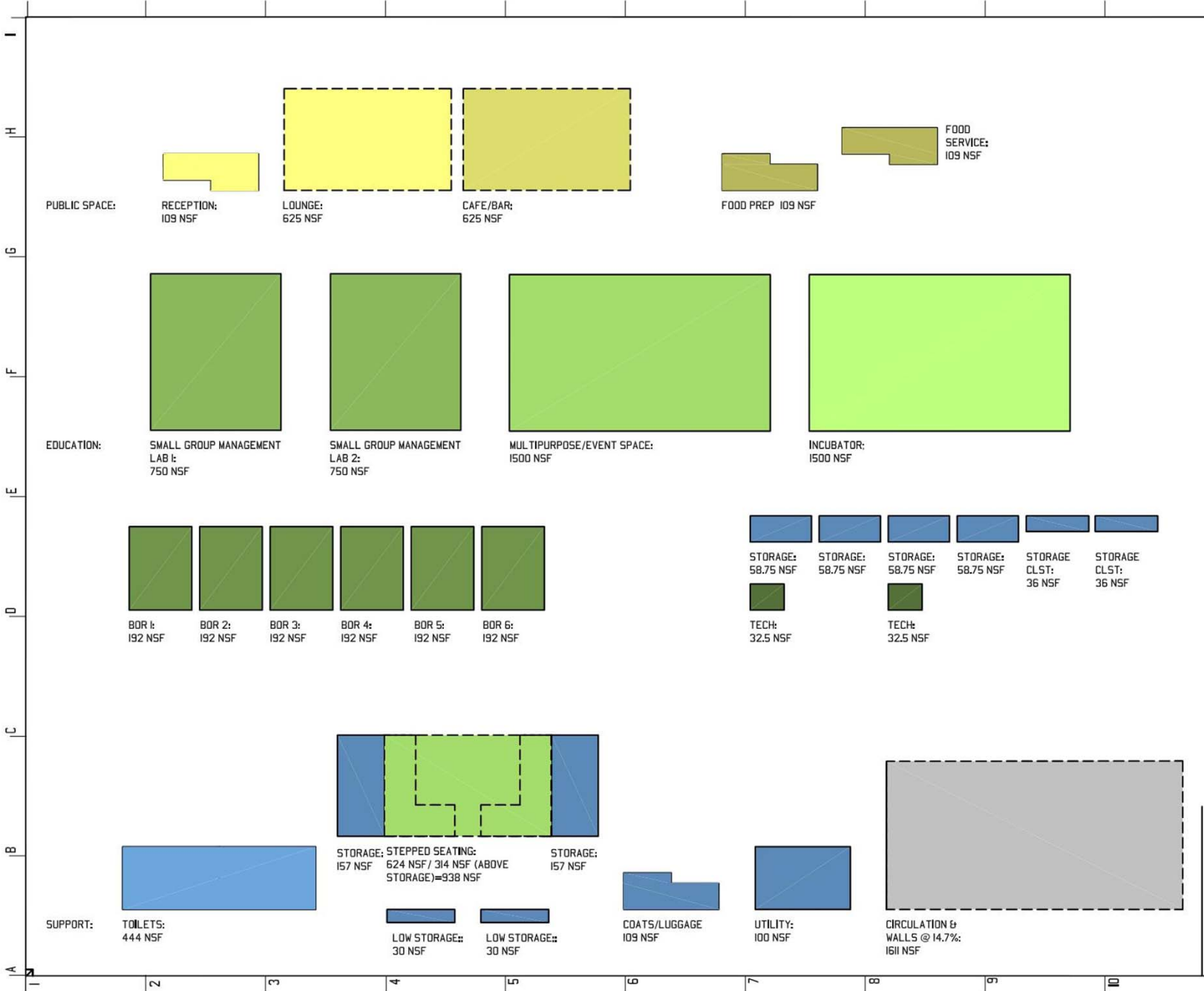
TITLE: Program-Version I

PROJECT: X

REVISIONS:

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program version 3



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DATE: January 10, 2017

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 77305 Fontainebleau, France

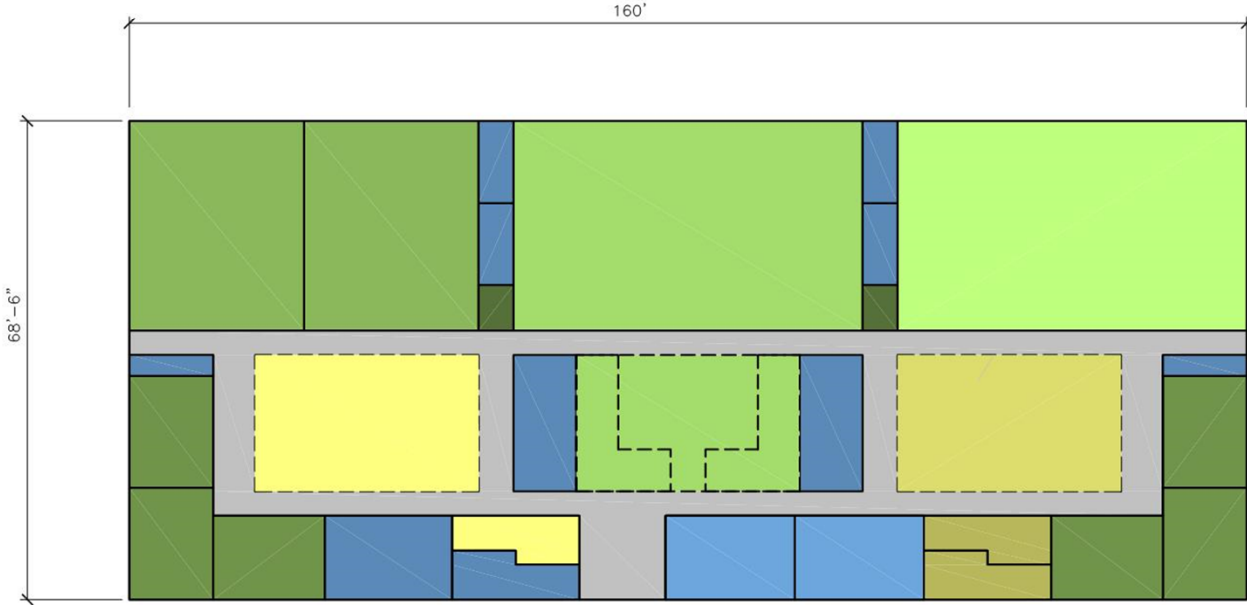
TITLE: Program Version 3

PROJECT: **1605-INSEAD-Satellite/SF**

REVISIONS:

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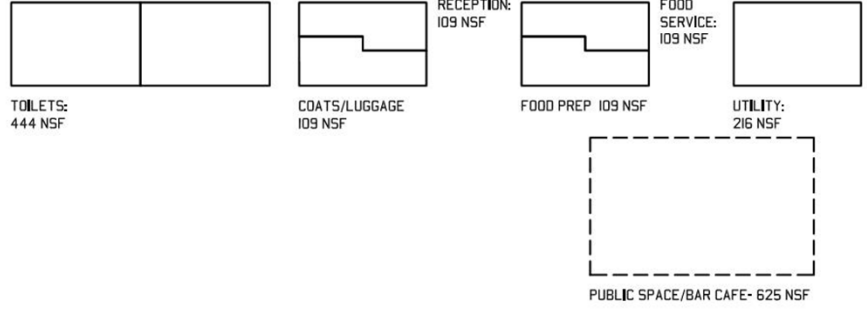
A B C D E F G H I



HYPOTHETICAL SITE G-10,960 RSF (CIRCULATION & WALLS 1613 NSF)

REVISIONS:

DETAILED PLANS:



PROJECT: 1605-INSEAD-Satellite/SF
OWNER: INSEAD
 Blvd de Constance
 77305 Fontainebleau, France
TITLE: Test Fit Program Version 3

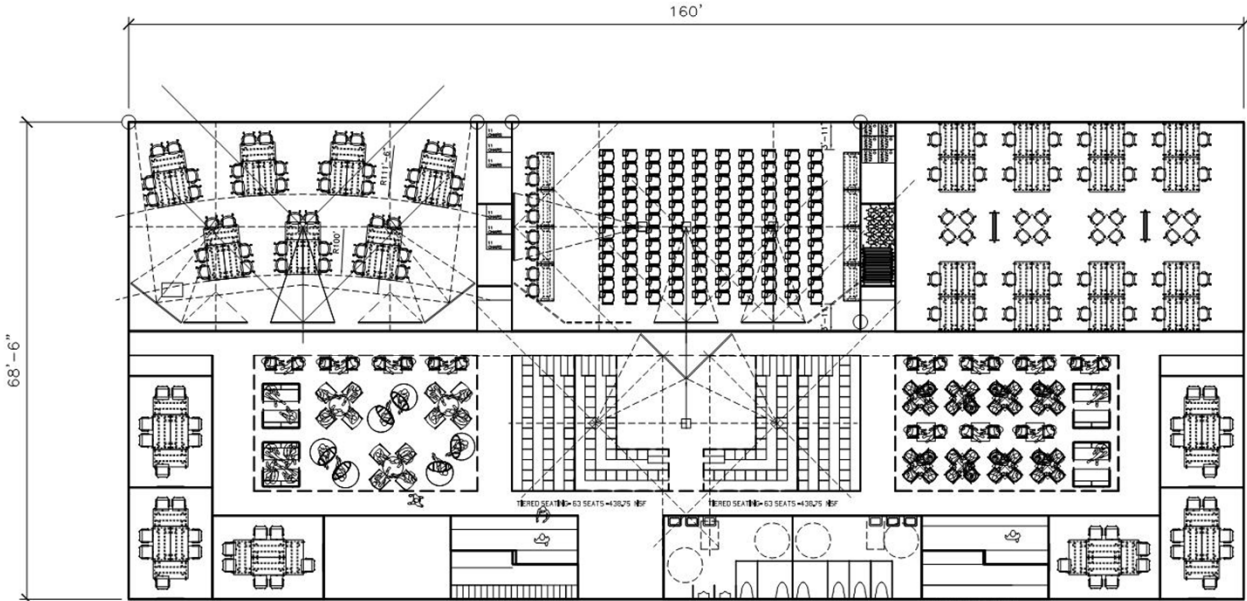
ARCHITECT: GSA
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 11 Boulevard Diderot
 75012 Paris, France
 M+433 (0)7 85 60 613
 gsullivan.01@gmail.com

DATE: January 10, 2017
SCALE: N.T.S.
DRAWING NUMBER: SK-25

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A B C D E F G H I



CONCEPT-HYPOTHETICAL SITE G-10,960 RSF (CIRCULATION & WALLS 1613 NSF)

160'

68'-6"

PROJECT:
1605-INSEAD-Sate(Lite)/SF

OWNER:
INSEAD
 Blvd de Constance
 77305 Fontainebleau, France

TITLE:
 Test Fit Program Version 3 with Furniture

DRAWING NUMBER:
SK-26

SCALES:
 N.T.S.

ARCHITECT:
GSA
 Gerard Sullivan Architect
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 75012 Paris, France
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 gsullivan.01@gmail.com

DATE:
 January 10, 2017

Revisions:

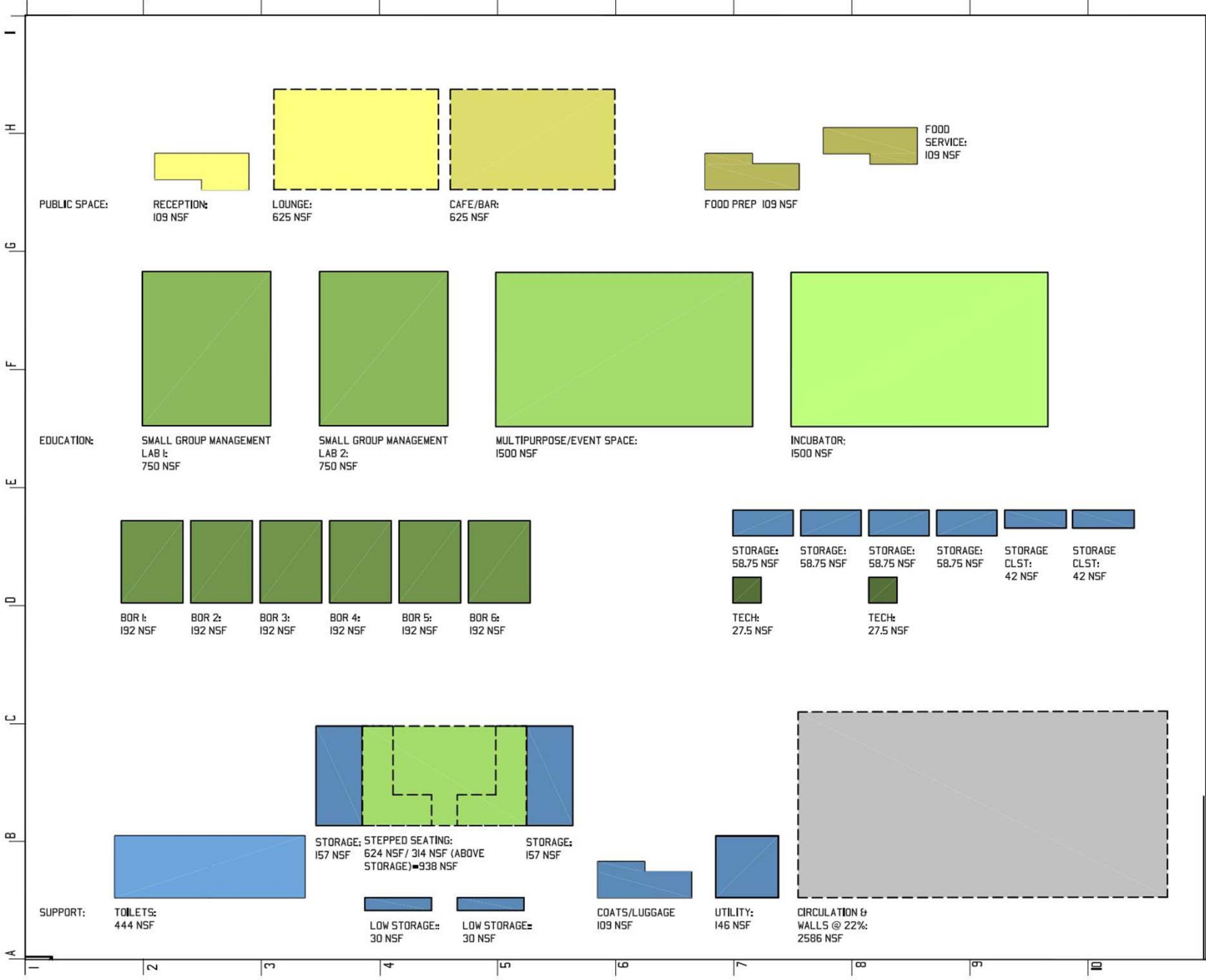
1. Coordinate with INSEAD and other stakeholders to confirm program requirements and furniture specifications. This drawing is a conceptual representation of the proposed furniture layout and is not a final design. It is intended for informational purposes only and should not be used for construction or procurement without the approval of the architect. The architect is not responsible for any errors or omissions in this drawing. All dimensions, clearances, and materials are subject to change without notice. © 2017 GSA. All rights reserved.

program version 4



INSEAD Satellite-San Francisco
Program Document
January 17, 2017

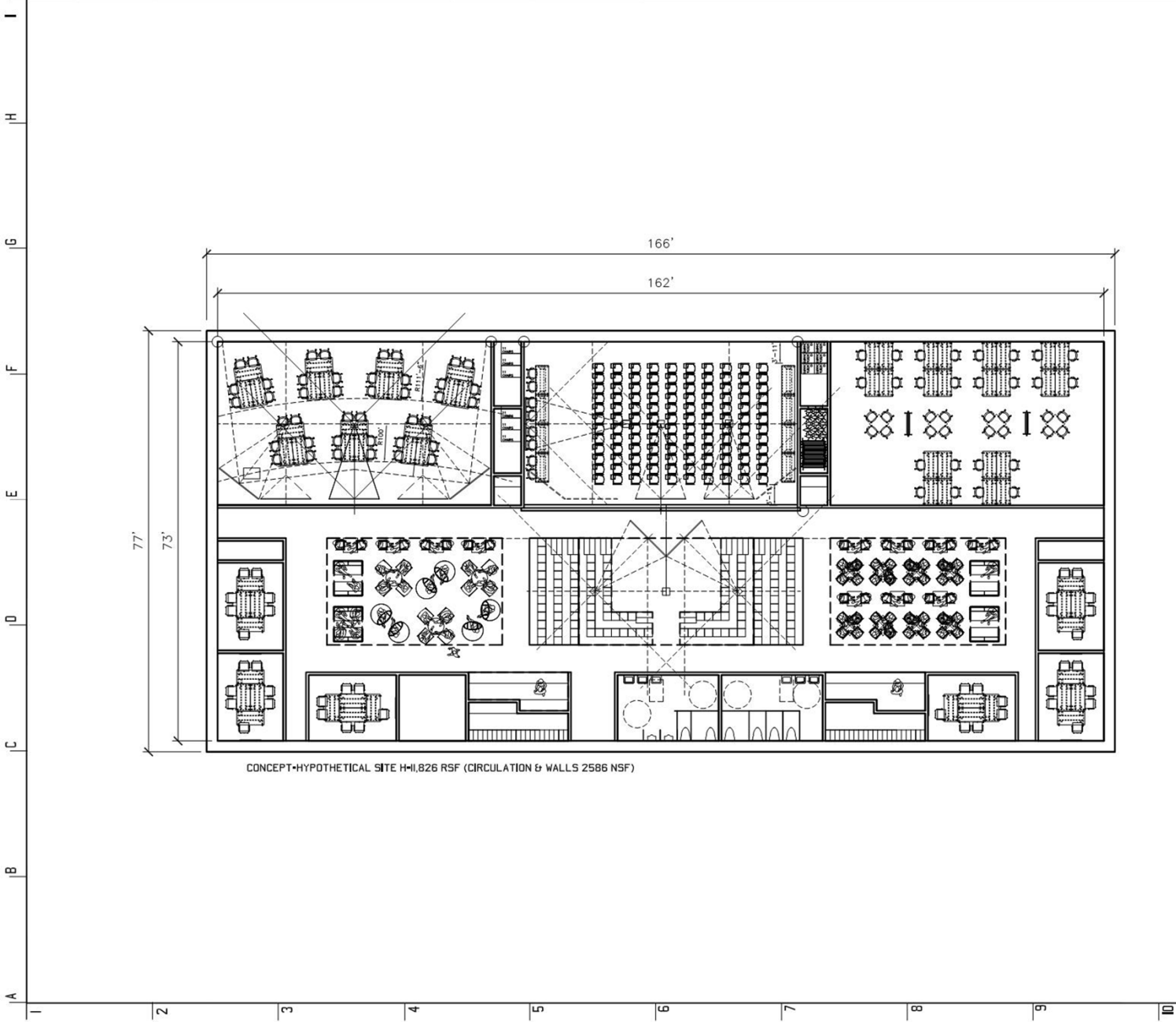
Space	Acoustic Rating: Recommended NC	Acoustic Rating: Recommended STC	Program Occupant Load-Case 1	Program Occupant Load-Case 2- Assembly	Max Occupant Load Factor-Case 1	Units	Max Occupant Load Factor-Case 2	Units	New NSF	Number	Total NSF	x Grossing Multiplier (@ 1.5)=GSF	Circulation & Walls	Grossing Factor	Percentage of Total GSF
Public/Social Space			1												
Reception			1						109	1	109	139.52	30.52	22%	
Greeting/Waiting/Public/Social Space	40-45		55	110	15	gross	5	net	625	1	625	800	175	22%	
<i>subtotal</i>											734	939.52	205.52		8%
Teaching/Lecture Events/BORS			175												
Small Group Management Training Lab (Classroom)	25-30	45	72		20	net	7	net	1500	1	1500	1920	420	22%	
Large Group Management Training Lab/Event Space/Creative Garage	25-30	45	72	102.5	20	net	7	net	1500	1	1500	1920	420	22%	
Breakout Room Enclosed	25-35	45	36		100	gross			192	6	1152	1474.56	322.56	22%	
Tiered Seating (actual 938 nsf)	25-35	45	36		100	gross			624	1	624	798.72	174.72	22%	
<i>subtotal</i>											4776	6113.28	1337.28		52%
Amenities			2.5												
Bar/Café/Lounge	40-45		36		15	net			625	1	625	800	175	22%	
Food Service	40-45		1.5		100	gross			109	1	109	139.52	30.52	22%	
Food Prep	40-45		1.5		100	gross			109	1	109	139.52	30.52	22%	
Mindfulness Space	15-20	45			100	gross			0	1	0	0	0	#DIV/0!	
Green Room/Private Conference Room	25-35	45	10		100	gross			0	1	0	0	0	#DIV/0!	
<i>subtotal</i>											843	1079.04	236.04		9%
Support Space			5												
Toilets									444	1	444	568.32	124.32	22%	
Coat/Luggage Storage			na		300	gross			109	1	109	139.52	30.52	22%	
Utility Closet			na		300	gross			146	1	146	186.88	40.88	22%	
Technical Support Space			na		300	gross			27.5	2	55	70.4	15.4	22%	
Storage Closet			na		300	gross			42	2	84	107.52	23.52	22%	
Storage Small			na		300	gross			58.75	4	235	300.8	65.8	22%	
Storage Large			na		300	gross			157	2	314	401.92	87.92	22%	
<i>subtotal</i>											1387	1775.36	388.36		15%
Workspace Open			21												
Incubator	30-45				100	gross			1500	1	1500	1920	420	22%	
Admin 1 (1) Workstation										1					
Admin 2 (1) @ Workstation										1					
Faculty Shared Office (3) Workstation										1					
<i>subtotal</i>											1500	1920	420		16%
			204.5												
											9240	11827.2	2587.2		



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1 2 3 4 5 6 7 8 9 10

DRAWING NUMBER: **SK-27**
 SCALE: N.T.S.
 ARCHITECT: **GSA**
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 gsullivan@gmail.com
 DATE: January 17, 2017
 DINNER: **INSEAD**
 Blvd de Constance
 77305 Fontainebleau, France
 TITLE: Test Fit Program Version 4
 PROJECT: **1605-INSEAD-Satelite/SF**
 REVIEWS:

Contributor:
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CONCEPT-HYPOTHETICAL SITE H-1.826 RSF (CIRCULATION & WALLS 2586 NSF)

PROJECT:

1605-INSEAD-Satellite/SF

OWNER:

INSEAD
Bvd de Constance
77305 Fontainebleau, France

REVISIONS

-

TITLE:
Concept Test Fit Program Version 4

ARCHITECT:

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Gerard Sullivan Architect
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M+ +33 (0)7 85 60 6113
gsullivan01@gmail.com

DRAWING NUMBER:

SK-28

SCALE:

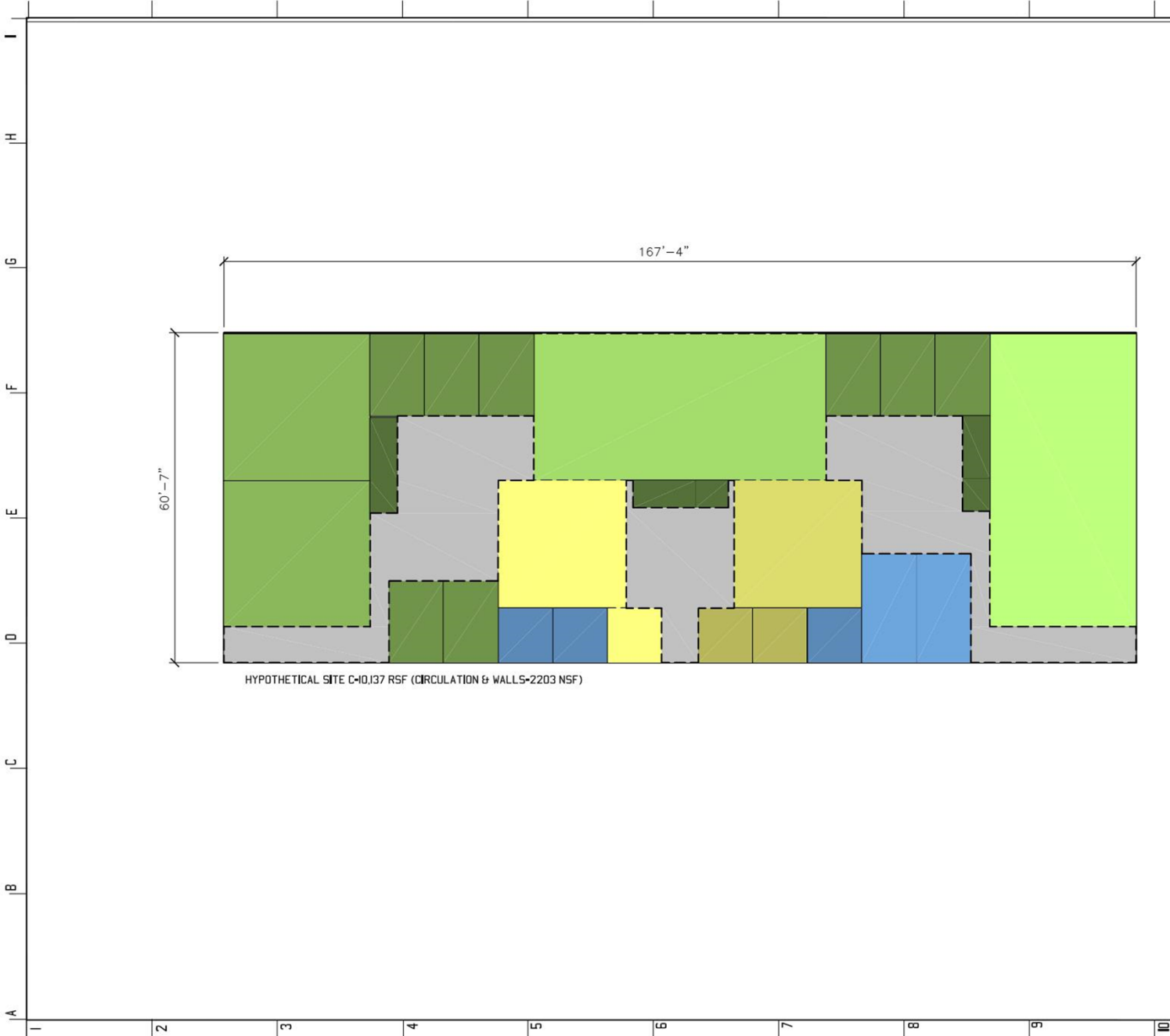
N.T.S.

DATE:

January 17, 2017

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**appendix I:
preliminary site test fits**



PROJECT:

IG05-INSEAD-Satellite/SF

REVISIONS:

1

OWNER:

INSEAD
Blvd de Constance
77305 Fontainebleau, France

TITLE:

Test Fit-1

ARCHITECT:

GSA
Gerard Sullivan Architect
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M+ +33 (0)7 95 60 61 13
gsullivan.d@gmail.com

DRAWING NUMBER:

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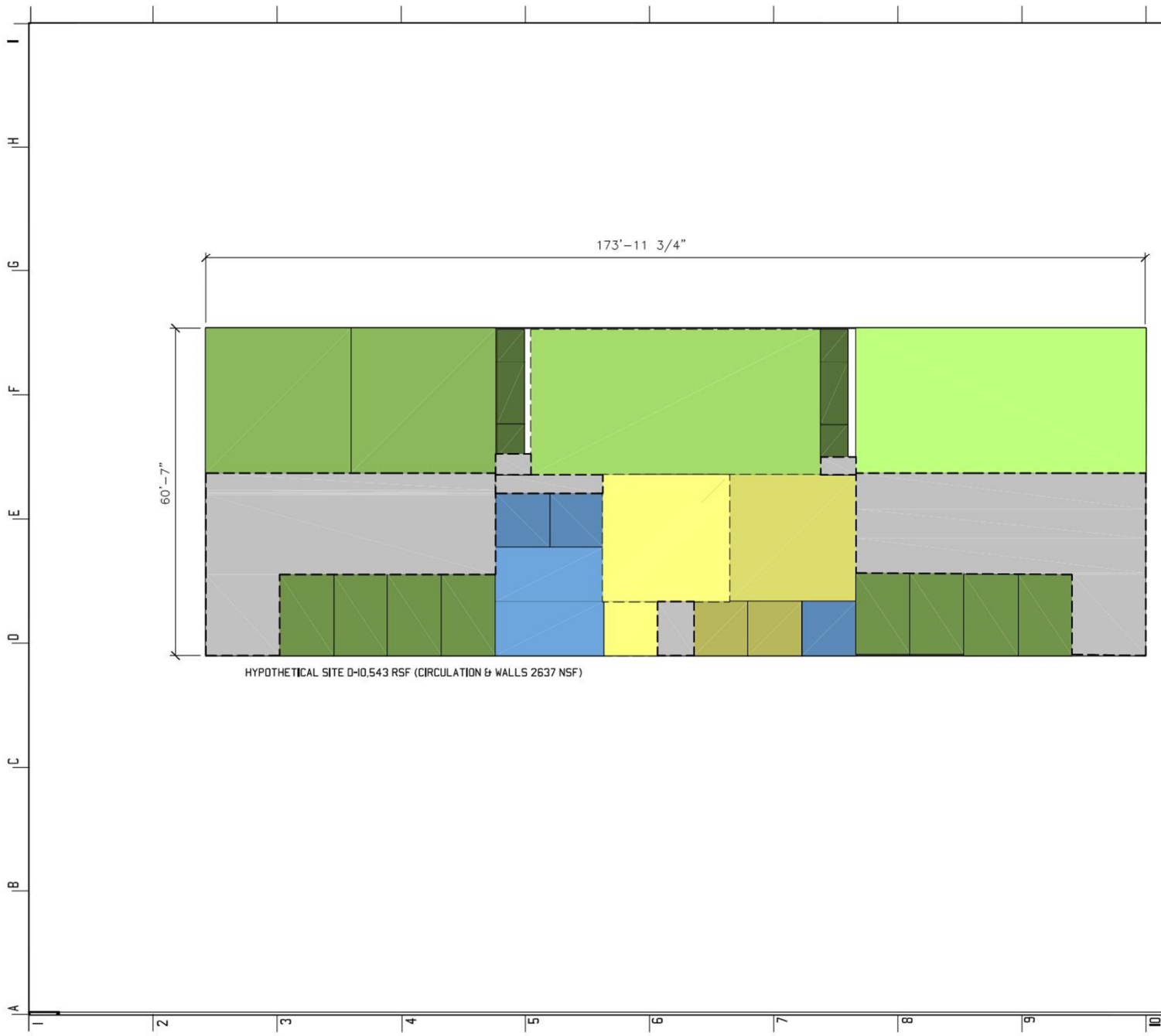
SCALE:

N.T.S.

DATE:

January 10, 2017

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HYPOTHETICAL SITE D-I0,543 RSF (CIRCULATION & WALLS 2637 NSF)

PROJECT:
1605-INSEAD-Satellite/SF

OWNER:
INSEAD
 Blvd de Constance
 77305 Fontainebleau, France

DRAWING NUMBER:
SK-07

REVIEWS:
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 75012 Paris, France
 M+ +33 (0)7 85 60 6113
 gsullivan.01@gmail.com

DATE:
 January 10, 2017

SCALE:
 N.T.S.

appendix 3: preliminary code analysis



**INSEAD Satellite-San Francisco
Preliminary Occupant Load & Egress
January 20 2017**

Space	Room Number	Area (Net)	Occupancy Group	# of Occupants- Case 1	Notes Case 1-2 Small Groups; 1 Large Group	# of Occupants- Case 2	Notes Case 2-2 Small Groups and 140 Person Event
Public/Social Space							
Reception		109	B		1 actual		1 actual
Lounge		625	A2		42 15sf/person (Red indicates non-simultaneous use. Discount from calculation.)		42 15sf/person (Red indicates non-simultaneous use. Discount from calculation.)
Teaching/Lecture Events/BORs							
Management Training Lab		750	B		38 20sf/person		38
Management Training Lab		750	B		38 20sf/person		38
Large Lecture/Multipurpose Room		1500	A2/A3/B		75 20sf/person		120 Posted Occupancy; Normally 7sf/person (chairs only concentrated not fixed); 5sf/person for standing cocktail; This is a posted occupancy.
Breakout Room Enclosed 1		144	B		6 5 participants w/ one coach		6 5 participants w/ one coach
Breakout Room Enclosed 2		144	B		6 5 participants w/ one coach		6 5 participants w/ one coach
Breakout Room Enclosed 3		144	B		6 5 participants w/ one coach		6 5 participants w/ one coach
Breakout Room Enclosed 4		144	B		6 5 participants w/ one coach		6 5 participants w/ one coach
Breakout Room Enclosed 5		144	B		6 5 participants w/ one coach		6 5 participants w/ one coach
Breakout Room Enclosed 6		144	B		6 5 participants w/ one coach		6 5 participants w/ one coach
Tiered Seating		624	B		6 5 participants w/ one coach		6 5 participants w/ one coach
Amenities							
Café/Bar		625	A2		42 15sf/person		42
Food Service & Display /Food Prep/Pantry		302	A2		3 actual		3 actual
Support Space							
Toilets		444					
Janitor's Closet		50					
Coat Closet/Luggage		109	B		0		0
Utility Closet		180	B		0		0
Data/Server Room		120	B		0		0
Comms Room		120	B		0		0
Storage Closet		57.5	S1		0		0
Storage Room Small		260	S1		0		0
Storage Room Large		314	S1		1		1
Workspace Open							
Incubator		1500	B		15 100sf/person		15 100sf/person
Admin 1 (1) @ 90sf							
Admin 2 (1) @ 90sf							
Faculty Shared Office (3) @90sf							
Tech Personnel 1 &2							
Total					170		216

Egress Calculation

	# Occupants	Egress width/occupant in inches	Minimum Width	Notes
Egress Stair 1	108		0.3	32.4 Case 2
Egress Stair 2	108		0.3	32.4 Case2



**INSEAD Satellite-San Francisco
Preliminary Occupant Load & Toilets
January 20, 2017**

Space	Room Number	Area (Net)	x Grossing Multiplier (@ 1.3)=GSF	Occupancy Group	# of Occupants- Case 1	Notes Case 1-2 Small Groups; 1 Large Group	# of Occupants- Case 2	Notes Case 2-2 Small Groups and 100 Person Event
Public/Social Space								
Reception		109	141.7	B	1 actual		1 actual	
Lounge		625	812.5	A2	42	15sf/person (Red indicates non-simultaneous use. Discount from calculation.)	42	15sf/person (Red indicates non-simultaneous use. Discount from calculation.)
Teaching/Lecture Events/BORS								
Management Training Lab		750	975	B	38	20sf/person	38	20sf/person
Management Training Lab		750	975	B	38	20sf/person	38	20sf/person
Large Lecture Multi Purpose Room		1500	1950	A2/B	75	20sf/person	120	Posted occupancy; Normally: 7sf/person (chairs only concentrated not fixed); 5sf/person for standing cocktail; <small>vanity space in balance 1</small>
Breakout Room Enclosed 1		144	187.2	B	6	5 participants w/ one coach	6	5 participants w/ one coach
Breakout Room Enclosed 2		144	187.2	B	6	5 participants w/ one coach	6	5 participants w/ one coach
Breakout Room Enclosed 3		144	187.2	B	6	5 participants w/ one coach	6	5 participants w/ one coach
Breakout Room Enclosed 4		144	187.2	B	6	5 participants w/ one coach	6	5 participants w/ one coach
Breakout Room Enclosed 5		144	187.2	B	6	5 participants w/ one coach	6	5 participants w/ one coach
Breakout Room Enclosed 6		144	187.2	B	6	5 participants w/ one coach	6	5 participants w/ one coach
Tiered Seating		624	811.2	B	118	fixed seats	118	fixed seats
Amenities								
Cafe/Bar		625	812.5	A2	42	15sf/person	42	15sf/person
Food Service/Prep/Pantry		302	392.6	A2	3	actual	3	actual
Support Space								
Toilets		444	577.2					
Janitor's Closet		50	65					
Coat Closet		109	141.7	S-1	0	actual	0	actual
Utility Closet		180	234	B	0	actual	0	actual
Data/Server Room		120	156	B	0	actual	0	actual
Comms Room		120	156	B	0	actual	0	actual
Storage Closet		57.5	74.75	B	0	actual	0	actual
Storage Room Small		260	338	S-1	0	actual	0	actual
Storage Room Large		314	408.2	S-1	0	actual	1	actual
Workspace Open								
Incubator		1500	1950	B	15	100sf/person	15	100sf/person
Admin 1 (1) @ 90sf								
Admin 2 (1) @ 90sf								
Faculty Shared Office (3) @90sf								
Tech Personnel 1&2								
Total		9303.5	12094.55		170		216	

Occupant Load Calculations

Occupancy Type	Occupancy Type	Gross Floor Area	Floor Area in SF per Person	Population	Population by Table	Actual Population (Case 2)
Multipurpose Room	A-2	1950	15	130	130	120
Bar/Café	A-2	1205.1	15	80.34	80.34	3
Lounge	A-2	812.5	15	54.16666667	54.16666667	0
Business	B	7343.05	100	73.4305	73.4305	92
Storage	S-1	887.9	300	2.959666667	2.959666667	1
Total		12198.55		340.8968333	340.8968333	216

Maximum Required Fixtures

Occupancy Type	Occupancy Type	Population	WC m	f	LAV m	f	DF	SINK
Large Lecture/Multipurpose Room	A-2	144						
Bar/Café	A-2	75						
Lobby/Waiting/Public Space	A-2	55	4	4	1	1	1	1
Business	B	67.8	2	2	2	2		
Storage	S-1	1						
Total		342.8	6	6	3	3	1	1

Minimum Required Fixtures

Occupancy Type	Occupancy Type	Population	WC m	f	LAV m	f	DF	SINK
Large Lecture/Multipurpose Room	A-2	120						
Bar/Café	A-2	3						
Lobby/Waiting/Public Space	A-2	0	2	2	1	1	1	1
Business	B	92	2	2	2	2		
Storage	S-1	1						
Total		216	4	4	3	3	1	1



INSEAD Satellite-San Francisco

Preliminary Code Report-DRAFT

Started: 1/9/2017

Completed: TBD

Note 1: This is a preliminary code report approved to address only specific code issues. The report covers Use and Occupancy Classification; General Building Heights and Areas; Types of Construction; Fire Protection Systems and Means of Egress selectively for the sole purpose of identifying the minimum criteria that will need to be met for Building 104 to house the INSEAD satellite teaching facility.

Note 2: For Definitions see text contained in referenced sections.

Applicable Codes/Reference

Documents:

	Website:	Notes:
2016 California Administrative Code, Title 24 Part 1		
2016 California Building Code, Title 24 Part 2 (Parts 8 & 10 Included)	http://www.irccsfa.org/itafe-and-local-codes/california.html	Based on the International Building Code 2015
2016 California Residential Code, Title 24 Part 2.5		
2016 California Electrical Code, Title 24 Part 3		
2016 California Mechanical Code, Title 24 Part 4		
2016 California Plumbing Code, Title 24 Part 5		
2016 California Energy Code, Title 24 Part 6		
2016 California Fire Code, Title 24 Part 9	http://www.irccsfa.org/itafe-and-local-codes/california.html	Based on the International Fire Code 2015
2016 California Green Building Standards Code, Title 24 Part 11		
2016 California Standard Code, Title 24 Part 12		

Referenced Code Documents:

	Website	Notes:
International Building Code 2015	http://codes.iccsafe.org/ann/pubs/ibc2015-1-codes/2015-2018/C907HTM1/ChapterS203.html	

Referenced Code	Chapter	Section Reference	Subject	Requirement	Applicability	Comments
IBC 2015	Chapter 3- Use and Occupancy Classification	303.3	Assembly Group A-2	Group A-2 occupancy includes assembly uses intended for food and/or drink consumption including but not limited to: Baguet halls, Casinos (gaming areas), Nightclubs, Restaurants, catereries and similar dining facilities (included associated commercial kitchens), Taverns & Bars	We will have a Bar/Cafe and on occasion hold catered events with up to 120 persons	
		303.4	Assembly Group A-3	Group A-3 occupancy includes assembly uses intended for worship, recreation or amusement and other assembly uses not classified elsewhere in Group A including by not limited to: ...Lecture halls...	We will hold public lectures with up to 120 persons	
		304.7	Business Group B	Business Group B occupancy include, among others, the use of a building structure, or a portion thereof, for office, professional or service-type transactions, including storage of records and accounts. Business occupancies shall include but not be limited to the following: ... Educational occupancies for students above the 12th grade	We will hold management training classes	
		311.1.1	Accessory storage spaces	A room or space used for storage purposes that is less than 100 sf in area an accessory to another occupancy shall be classified as part of that occupancy.	We have closets and storage under 100 sf	
		311.2	Moderate-hazard storage Group S-1	Storage Group S-1 occupancies are buildings occupied for storage uses that are not classified as Group S-2 including but not limited to, storage of the following: ...furniture...	We have furniture storage	
	Chapter 5-General Building Heights and Area	Table 504.3	Allowable Building Height in Feet Above Grade Plane for A and B occupancies	For Type III Mixed Systems-Wood & Brick-NS/A-65; NS/B-55; S/A-85; S/B-75	We are likely Type III-4; Mixed Systems- Wood & Brick). At this point it is not known the degree of protection nor whether there are sprinklers. Nevertheless building height is 60'45" (main bldg/annex) and isn't a problem unless the building is NS/B where maximum height is 55' Requires NS/A minimum or S/B	
		Table 504.4	Allowable Number of Stories for A2	For Type III NS/A-3; NS/B-2; S/A-4; S/B-3	If NS/B than only 2 stories allowed Requires minimally NS/A or S/B minimum.	
			Allowable Number of Stories for A2	For Type III NS/A-3; NS/B-2; S/A-4; S/B-3	If NS/B than only 2 stories allowed Requires minimally NS/A or S/B minimum.	

			Allowable Number of Stories for B	For Type III NS/A-5; NS/B-3; S/A-6; S/B-4	A occupancies govern, but as a stand alone occupancy B requires NS/B minimum but with above S/B.
			Allowable Area Factor A2	For Type III NS/A-14,000; NS/B-9500; S1/A-56000; S1/B-38000; SM/A-42000; SM/B-28500;	Our building area is 26172 sf including 3rd floor and excluding basements. Requires NS/B minimum. From a purely height stand point the B occupancies can exist without passive or active fire protection measures.
			Allowable Area Factor A3	For Type III NS/A-14,000; NS/B-9500; S1/A-66000; S1/B-38000; SM/A-42000; SM/B-28500;	Our building area is 26172 sf including 3rd floor and excluding basements. Requires SM/B minimum
			Allowable Area Factor B	For Type III NS/A-28,500; NS/B-19000; S1/A-92000; S1/B-114000; SM/A-69000; SM/B-85500;	Our building area is 26172 sf including 3rd floor and excluding basements. Requires NS/A minimum but with above SM/B.
		506.2.3	Single-occupancy, multistory buildings	The allowable area of a single-occupancy building with no more than one story above grade plane shall be determined in accordance with Equation 506.2.3	May be relevant if we were sole tenant. Amounts to an increase in allowable area if one is a sole tenant. Return to if relevant.
		506.3	Frontage increases	Every building shall adjoin or have access to a public way to receive an area factor increase based on frontage. Area factor increases shall be determined in accordance with Sections 506.3.1 through 506.3.3. If sprinkler requirement is met area is not an issue. Return to if necessary.	If sprinkler requirement is met area is not an issue. Return to if necessary.
		508	Mixed Use & Occupancy		
		508.2.2	Allowable building height	The allowable height and number of stories of the building containing accessory occupancies shall be in accordance with Section 506.2.2 for the main occupancy of the building.	This suggests that height is governed by the B occupancy. This interpretation needs to be checked.
		508.2.3	Allowable building area	The allowable areas of the building shall be based on the applicable provisions of Section 506 for the main occupancy of the building. Aggregate accessory occupancies shall not occupy more than 10 percent of the floor area of the story in which they are located and shall not exceed the tabular values for nonsprinklered buildings in Table 506.2 for each such accessory occupancy.	Our aggregate occupancies exceed 10 percent therefore they govern and are in effect when determining allowable building area. This interpretation needs to be checked.
		508.2.4	Separation of occupancies	No separation is required between accessory occupancies and the main occupancy.	No separation required.
		508.3.1	Occupancy classification	Nonseparated occupancies shall be individually classified in accordance with Section 302.1. The requirements of this code shall apply to each portion of the building based on the occupancy classification of that space. In addition, the most restrictive provisions of Chapter 9 that apply to the nonseparated occupancies shall apply to the total non-separated occupancy area.	A occupancies govern.
		508.3.2	Allowable building area and height	The allowable building area and height of the building or portion thereof shall be based on the most restrictive allowances for the occupancy groups under consideration for the type of construction of the building in accordance with Section 503.1.	A occupancies govern.
	Chapter 6 Types of Construction	Section 601	General		
		Table 601	Fire-Resistance Rating Requirements for Building Elements (Hours)	Type III: Primary Structural Frame: A-1/B-0; Bearing Walls Exterior: A-2/B-2; Bearing Walls Interior: A-1/B-0; Nonbearing Walls & Partitions Exterior; Nonbearing Walls & Partitions Interior-0; Floor Construction and Associated Secondary Members: A-1/B-0; Roof Construction and Associated Secondary Members: A-1 (heavy timber is considered equivalent)B-0.	Summary: No fire resistance rating requirements for Type III/B.
		1602.3 Type III	Type III	Type III construction is that type of construction in which the exterior walls are of noncombustible materials and the interior building elements are of any material permitted by this code. Fire-retardant-treated wood framing complying with Section 2303.2 shall be permitted within exterior wall assemblies of a 2-hour rating or less.	This most closely fits Building 104. Brick exterior walls with wood and steel internal structure. The roof trusses may qualify as heavy timber and therefore influence the fire resistance requirements for those elements for Type IIIA classification. This needs to be checked.
	Chapter 9 Fire Protection System	903.2.1	Group A	An automatic sprinkler system shall be provided throughout building and portions thereof used as Group A occupancies as provide in this section. For Group A-1, A-2, A-3 and A-4 occupancies, the automatic sprinkler system shall be provided throughout the story where the fire area contains the Group A-1 s, A-2 A-3 or A-4 occupancy is located and throughout all stories from the group A occupancy to and including the levels of exit discharge serving the Group A occupancy.	We have A-2 and A-3 occupancies and will need sprinklers.

		903.2.1.2	Group A-2	An automatic sprinkler system shall be provided for fire areas containing Group A-2 occupancies and intervening floors of the building where one of the following conditions exists: 1. The fire area exceeds 5,00 square feet; 2. The fire area has an occupant load of 100 or more; The fire area is located on a floor other than a level of exit discharge serving such occupancies.	Required based on condition 3	
		903.2.1.2	Group A-3	An automatic sprinkler system shall be provided for fire areas containing Group A-3 occupancies and intervening floors of the building where one of the following conditions exists: 1. The fire area exceeds 12,000 square feet; 2. The fire area has an occupant load of 300 or more; The fire area is located on a floor other than a level of exit discharge serving such occupancies.	Required based on condition 3	
		906	Portable Fire Extinguishers	Portable fire extinguisher shall be installed in all of the following locations: Groups A, B,.....S		
	Chapter 10 Mean of Egress					There are many criteria for a code conforming means of egress; head height, floor surface, continuity etc..... This review highlights some of the most critical to be tested for viability.
		7003	General Means of Egress			To be reviewed following primary analysis.
		7004	Occupant Load			
		7004.1.2	Areas without fixed seating	The number of occupants shall be computed at the rate of one occupant per unit of area as prescribed in Table 1004.1.2 For areas without fixed seating, the occupant load shall be not less than that number determined by the dividing the floor area under consideration by the occupant load factor assigned to the function of the space as set forth in Table 1004.1.2 Where an intended function is not listed in Table 1004.1.2, the building official shall establish a function based on a listed function that most nearly resembles the intended function.	See separate analysis.	
				Exception Where approved by the building official, the actual number of occupants for whom each occupied space, floor or building is designed, although less than those determined by calculation, shall be permitted to be used in the determination of the design occupant load.		
		7004.6	Multiple occupancies	Where a building contains two or more occupancies the means of egress requirements shall apply to each portion of the building based on the occupancy of that space. Where two or more occupancies utilize portions of the same means of egress system, those egress components shall meet the more stringent requirements of all occupancies that are served.		
		7005	Means of Egress Sizing			
		7005.3.1	Stairways	The capacity, in inches, of means of egress stairways shall be calculated by multiplying the occupant load served by such stairways by a means of egress capacity factor of .3 inch per occupant. Where stairways serve more than one story only the occupant load of each story considered individually shall be used in calculating the required capacity of the stairways serving that story.	See separate analysis.	
		7006	Number of exits and exit access doorways			
		7006.2.1	based on occupant load and common path of egress travel distance	Two exits or exit access doorways from any space shall be provided where the design occupant load or the common path of egress travel distance exceeds the values: For occupancies A & B more than 49 persons. Single exits are permissible only if travel distances are less than 75 for A and B occupancies. For OL <=30 in B occupancies travel distances can be 100. With sprinkler systems there is no change for A occupancies but for B occupancies for OL >=30 travel distance increases to 100.	Two means of egress will be required from all spaces with occupant loads > 49.	
		Table 706.3.1	Minimum Number of Exits or Access to Exits Per Story	Occupant Load per Story 1-500: 2 exits	2 exits will be required from the floor.	
		Section 7007	Exit and Exit Access Doorway Configuration			

		1007.1.1	Two exits or exit access doorways.	Where two exits, exit access doorways, exit access stairways or ramps, or any combination thereof, are required from any portion of the exit access, they shall be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the building or area to be served measured in a straight line between them. Interlocking or scissor stairways shall be counted as on exit stairway.	The determines the location of the exit doors where two doors are required.	
		1008	Means of Egress Illumination		To be reviewed following primary analysis.	
		1009	Accessible Means or Egress		To be reviewed following primary analysis.	
		1010	Doors Gates and Turnstiles		To be reviewed following primary analysis.	
		1011	Stairways		To be reviewed following primary analysis.	
		1011.2	Width and capacity	The required capacity of stairways shall be determined as specified in Section 1005.1 but the minimum width shall be not less than 44 inches. See Section 1009.3 for accessible means of egress stairways.	Stair width is primary criteria. In the case of existing stairs, once we have drawings we can evaluate.	
		1012	Ramps		NA at this point.	
		1013	Exit Signs		To be reviewed following primary analysis.	
		1014	Handrails		To be reviewed following primary analysis.	
		1015	Guards		To be reviewed following primary analysis.	
		1016	Exit Access		To be reviewed following primary analysis.	
		1017	Exit Access Travel Distance			
			Table 1017.2 Exit Access Travel Distance	For A occupancies: 100- NS/ 250-S; For B occupancies: 200-NS/300-S	Access travel distance will not be a problem.	
		1018	Aisles		To be reviewed following primary analysis.	
		1019	Exit Access Stairways and Ramps		To be reviewed following primary analysis.	
		1020	Corridors		To be reviewed following primary analysis.	
		1021	Egress Balconies		NA at this point.	
		1022	Exits		To be reviewed following primary analysis.	
		1023	Interior Exit Stairways and Ramps			
		1023.2	Construction	Enclosures for interior exit stairways and ramps shall be constructed as fire barriers in accordance with Section 707 and horizontal assemblies constructed in accordance with Section 7111, or both. Interior exit stairway and ramp enclosures shall have a fire-resistance rating of not less than 2 hours where connecting four stories or more and not less than 1 hour where connecting less than four stories. The number of stories connected by the interior exit stairways or ramps shall include any basements, but not any mezzanines. Interior exit stairways and ramps shall have a fire-resistance rating not less than the floor assembly penetrated, but need not exceed 2 hours.	The applies to the interior stair which would be considered one of the means of egress. A rated enclosure would be required.	
		1024	Exit Passageway		To be reviewed following primary analysis.	
		1025	Luminous Egress Path Markings		To be reviewed following primary analysis.	
		1026	Horizontal Exits		To be reviewed following primary analysis.	
		1027	Exterior exits stairways and ramps			



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		1027.2	Use in a means of egress	Exterior exit stairways shall not be used as an element of a required means of egress for Group I-2 occupancies. For occupancies in other than Group I-2, exterior exit stairways and ramps shall be permitted as an element of a required means of egress for buildings not exceeding six stories above grade plane or that are not high-rise buildings.	Exterior stairs can be used with A & B occupancies in buildings less than 6 stories.	
		1027.3	Open Side	Exterior exit stairways and ramps serving as an element of a required means of egress shall be open on not less than one side, except for required structural columns, beam, handrails and guards. An open side shall have not less than 35 square feet of aggregate open area adjacent to each floor level and the level of each intermediate landing. The required open area shall be located not less than 42 inches above adjacent floor or landing level.	Need to see exit stairs to see if there is an issue.	
		1027.5	Location	Exterior exit stairways and ramps shall have a minimum fire separation distance of 10 feet (3048mm) measured at right angles from the exterior edge of the stairway or ramps, including landings, to: 1. Adjacent lot lines; 2. Other portions of the building; 3. Other buildings on the same lot unless the adjacent building exterior walls and openings are protected in accordance with Section 705 on fire separation distance. For the purposes of this section other portions of the building shall be treated as separate buildings.	Need to see exit stairs to see if there is an issue.	
		1028	Exit Discharge		To be reviewed following primary analysis.	
		1029	Assembly		To be reviewed following primary analysis.	
		1030	Emergency Escape and Rescue		To be reviewed following primary analysis.	

**appendix 4:
preliminary FF&E schedule**



INSEAD Satellite-San Francisco
FF&E-Preliminary Selections
February 3, 2017

Space	Category	Type	Item	Manufacture	Product Number	Quantity	Unit Cost	Total
Management Labs/Incubator	Tables	Work Tables	Everywhere Flip-Top; Rect Table-30dx60w; Thin Edge; Ven Top; T-	HM		64		
	<i>Tables</i>	<i>Work Tables</i>	<i>Pixel; Electrical ht. adjustable table 28.75H-34H; T-Leg; Flip Top;</i>	<i>Knoll</i>				
Management Labs/Incubator	Chairs	Work Chair	MultiGeneration; Fixed Arms; Casters	Knoll		64		
	<i>Chairs</i>	<i>Work Chair</i>	<i>Caper- Stacking Chair ;Flexnet Seat; Fixed Arms; Casters</i>	<i>HM</i>				
	<i>Chairs</i>	<i>Work Chair</i>	<i>Aeron Chair Type A;</i>	<i>HM</i>				
	<i>Chairs</i>	<i>Work Chair</i>	<i>Setu; 5 star base w/ casters; lyris suspension seat/back; no arms</i>	<i>HM</i>				
Multi Purpose Space	Tables	Stand Sit Work Tables	Renew; Adjustable Table 27h-46h; T-Leg; 30dx66w (29dX64w)	HM		8		
	<i>Tables</i>	<i>Stand-Sit Work Tables</i>	<i>Pixel; Electrical ht. adjustable table 26H-51.6H; T-Leg; Fixed Top;</i>	<i>Knoll</i>				
Multi Purpose Space	Stools	Creative Lab Stools	Vitra George Nelson "Perch" Stool	Vitra		16		
Multi Purpose Space	Stools	Creative Lab Stools	Knoll Hilo	Knoll		16		
Multi Purpose Space	Stools	Creative Lab Stools	Zanotta-Stella	Zanotta		16		
Multi Purpose Space	Chairs	Lecture Room Seating	Catifa 46- Sled; Upholstered; Tablet Arm; Linkable	Arper		120		
	<i>Chairs</i>	<i>Lecture Room Seating</i>	<i>Aava-Sled; Upholstered; Tablet Arm; Linkable</i>	<i>Arper</i>				
Bar/Café	Tables	Café Table	Dizzie 80x80 74 high	Arper		11		
Bar/Café	Tables	Café Table High	Dizzie 80x80 105 high	Arper		8		
Bar/Café	Chairs	Café Chair	Catifa 46- Sled; Upholstered	Arper		38		
Bar/Café; Lounge	Stools	Café Chair	Catifa 46- Sled; Stool; Upholstered	Arper		8		
Lounge	Tables	Lounge Table	Dizzie 90D 35 high	Arper		6		
Lounge	Chairs	Lounge Chair	Catifa-60-Sled; Upholstered	Arper		24		
	<i>Chairs</i>	<i>Lounge Chair</i>	<i>Catifa-80-Sled; Upholstered; Tablet Arm</i>	<i>Arper</i>				
Lounge	Sofa	Sofa	Vitra Alcove Highback 2 seater	Vitra		4		
Lounge	Chairs	Lounge Chair	Catifa-60-Sled; Upholstered	Arper		24		
Break Out Rooms	Chairs	BOR Work Chair	Eames Aluminum Group Management casters;manual adj.	HM		36		
	<i>Chairs</i>	<i>BOR Work Chair</i>	<i>MultiGeneration; Hybrid Base; Casters</i>	<i>Knoll</i>				
Break Out Rooms	Tables	BOR Work Table	Eames Conference Table 36x26	HM		8		
Break Out Rooms	Tables	BOR Work Table	Eames Conference Table 72D	HM		2		

end