

AFFORDABLE CARE FACILITY ASSESSMENTS

SCOPE OF WORK

CAD DRAFTER

VERSION LOG:

Version	Date:	Revision notes:
1.1	5/21/25	Update formatting. Update objective.

INTRODUCTION TO PROJECT:

Welcome to the Affordable Care Facility Assessment project with FSU!
 Our goal for this project is to collect all the information needed for our client to design new stores. FSU will be acting for the client’s eyes and ears on site. Please pay attention for items that look out of the ordinary or expensive to correct. Sites will typically be an active Affordable Care so information is being gathered for cosmetic updates. The surveyor may be meeting an electrician and/or plumber on site.

CAD DRAFTER CRITICAL PROJECT INFORMATION:			
Project CAD Fee:	Fee on Quick Base. Varies based on SF surveyed.		
Turnaround/Upload Time Frame:	48 hours from site survey completion		
FSU project contacts:			
Project Manager:	Project Manager	Project Coordination:	Project Coordinator
Project Manager Phone:	303-355-7274	Project Coordination Phone:	303-355-7274
Project Manager Email:	Project Manager’s email	Project Coordination Email:	scheduling@fsusurveyor.com
FSU Project Escalation:	Items from Scope of Work missing from Surveyor, Surveyor Uploads incomplete, or Surveyor Deliverables are late.		
1. Project Manager:	Project Manager		
2. Project Coordination:	Project Coordinator		

CAD DRAFTER SCOPE OF WORK:	
CAD Template	ACI2_XXXXX_CityST_CAD Template_2024 V1.0
Template Type	FSU’s CAD template and layering
CAD Version	2013
CAD Sheet Size	11 x 17
CAD Floorplan Orientation	Main entry facing right or bottom depending on space layout
Delivery to FSU	QuickBase vendor portal
CAD Deliverables	1 FLR PLN 2 MEP PLN 3 RCP 4 SITE PLN
CAD Blocks	CAD drafter must use only the provided blocks and symbols that are included in the template
Layers	See below for layers and description

LAYERS:	
Name	Description
_Floor Area Calc	Polyline around Interior Areas
_VP	Viewports
0	Zero layer, nothing on this layer
A-Anno-Dims	Annotation, Dimensions
A-Anno-Notes	Annotation, Notes Floor Plan
A-Anno-Notes-MEP	Annotation, Mechanical, Electrical and Plumbing
A-Anno-Notes-PH KEY	Annotation, Photo Key
A-Anno-Notes-RCP	Annotation, Reflected Ceiling Plan
A-Anno-Notes-Site	Annotation, Site
A-Case	Casework, Millwork
A-CIng-GRID	Ceiling T-Grid
A-CIng-HVAC	Ceiling HVAC
A-CIng-LIGHT	Ceiling Light
A-CIng-MISC	Ceiling Miscellaneous
A-CIng-SOFFIT	Ceiling Soffit
A-Door	Door
A-Floor-Vert	Change in Floor type or height
A-Gen Eqpm	General Equipment
A-Glaz	Window Glazing
A-Site	Site, Image
A-Wall-EXT	Exterior Wall
A-Wall-INT	Interior Wall
A-Wall-PRTL	Partial Wall
Defpoints	
E-Elec Eqpm	Electrical Equipment
F-Fire Eqpm	Fire Equipment
F-Sprnk-HEAD	Fire Sprinkler Head
M-Mech Eqpm	Mechanical Equipment
P-Fixt	Plumbing Fixture
P-Misc Eqpm	Plumbing, Miscellaneous Equipment
S-Cols	Column

SHEET 2: MECHANICAL, ELECTRICAL, & PLUMBING (MEP) PLAN

MEP PLAN MAJOR MEP ONLY

ADDRESS AND SITE NUMBER

NORTH ARROW

SCALES MUST MATCH. UPDATE TAG AS NEEDED 3/32 IS THE SMALLEST SCALE ALLOWED

1/32" MEP PLAN
3/32" = 1'-0"

DATE, SURVEYOR, & DRAFTER INFO

ELECTRICAL LEGEND		PLUMBING LEGEND		HVAC LEGEND		FIRE/LIFE SAFETY LEGEND		MEP GENERAL NOTES	
⊖	DUPLEX OUTLET	⊖	WATER HEATER	⊖	CALLMETER	⊖	FIRE ALARM BELLS/STROBE	MEP GENERAL NOTES ALL MEP RECEPTACLES AND SWITCHES ARE PLACED AT CENTER LINE OF ACCESSIBLE LAYOUT. FIRE ALARM BELLS/STROBE FIRE ALARM PULL STATION SMOKE DETECTOR-WALL FIRE EXTINGUISHER-WALL/MOUNTED FIRE ALARM CONTROL PANEL	
⊖	QUADPLEX OUTLET	⊖	WATER METER	⊖	THERMISTAT	⊖	FIRE ALARM PULL STATION		
⊖	300V 200V 250V OUTLET	⊖	CLEAN OUT	⊖	REMOTE TEMP SENSOR	⊖	SMOKE DETECTOR-WALL		
⊖	MURPHY OUTLET/FLOOR	⊖	FLOOR DRAIN	⊖	WALL/DRY-ACCESS PANEL, ETC.	⊖	FIRE EXTINGUISHER-WALL/MOUNTED		
⊖	QUADPLEX OUTLET/FLOOR	⊖	MOP SINK	⊖	KVAC UNIT	⊖	FIRE ALARM CONTROL PANEL		
⊖	DATA JACK	⊖	FLOOR SINK						
⊖	TELEPHONE JACK	⊖	WATER BILL STOP OUT						
⊖	COMBO TELEPHONE JACK								
⊖	COMBO TEL./DATA JACK IN FLOOR								
⊖	BLANK COVER PLATE								
⊖	JUNCTION BOX	⊖	TIMER						
⊖	WALL SWITCH	⊖	TRANSFORMER						
⊖	FLUORESCENT LIGHT - WALL	⊖	DISCONNECT SWITCH						
⊖	CAMERA	⊖	MAIN POINT OF ENTRY						
⊖	SPKRNKR	⊖	SEC. ALARM CONTROL PANEL						
⊖	EXHAUST FAN	⊖	SEC. ALARM BY PAD						
⊖	SURFACE-MOUNTED CONDUIT	⊖	DOOR BELL CHIME						
⊖		⊖	TELEPHONE DATA BOARD						
⊖		⊖	POWER POLE						

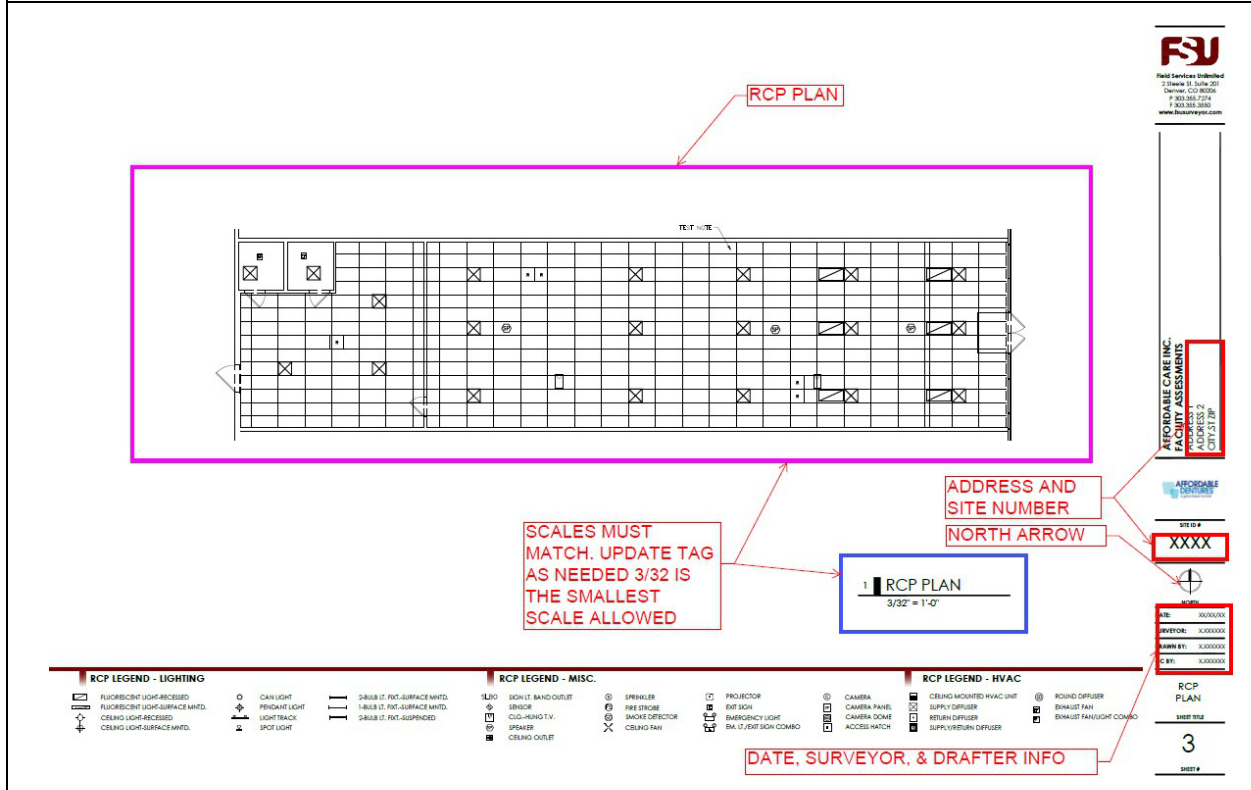
MEP PLAN
SHEET #2
2

Major Mechanical, Electrical, & Plumbing (MEP)

- Mechanical: Exact placement of the elements listed below, including AFFs.
 - Gas Meter
 - Thermostat
 - Remote Temp Sensor
 - Wall & floor Diffuser (to include size W x H, and AFF)
 - HVAC Unit (to include size W x H x D, and AFF)
 - Wall/floor mounted heaters (to include size W x H x D, and AFF)
- Electrical: Exact placement of all electrical elements listed below, including size (W x H x D) and AFFs.
 - Electrical panels
 - Electrical meter
 - Transformers
 - Timer
 - Disconnect switches
 - Main Distribution Panels
 - Security Alarm Panel/Pad
 - Telecom: Exact size (W x H x D, and AFF) and placement of **All** telecom equipment located within the store, to include but not restricted to:
 - Demark
 - Tele/data boards
 - Routers
 - 66 blocks
- Plumbing: Exact placement of **All** Major plumbing elements including size (W x H x D or DIA) and AFFs.
 - Toilets
 - Urinals
 - Hand sinks
 - Utility sinks, mop sinks

	<ul style="list-style-type: none"> <input type="checkbox"/> 3-comp/2-comp sinks <input type="checkbox"/> Drinking fountains <input type="checkbox"/> Floor drains, floor sinks <input type="checkbox"/> Grab bars (length & AFF) <input type="checkbox"/> Clean-outs <input type="checkbox"/> Water Meter <input type="checkbox"/> Water Heater <input type="checkbox"/> Exposed water lines and gas lines. <input type="checkbox"/> Exposed plumbing (stub-outs, shut-offs) <input type="checkbox"/> Restroom stalls
<p>Life Safety</p>	<ul style="list-style-type: none"> o <u>Exact Placement and AFFs</u>, of all Life Safety, including: <ul style="list-style-type: none"> <input type="checkbox"/> Fire Alarm <input type="checkbox"/> Strobe <input type="checkbox"/> Pull Station <input type="checkbox"/> Pull Pin <input type="checkbox"/> Smoke Detector <input type="checkbox"/> Sprinkler Head Wall Mounted <input type="checkbox"/> Fire extinguisher <input type="checkbox"/> Fire Alarm Control Panel <input type="checkbox"/> Emergency Exit Sign <input type="checkbox"/> Security Exit Sign Combo <input type="checkbox"/> Security Light

SHEET 3: REFLECTED CEILING PLAN (RCP) PLAN



RCP LEGEND - LIGHTING	RCP LEGEND - MISC.	RCP LEGEND - HVAC
<ul style="list-style-type: none"> FLUORESCENT LIGHT-RECESSED FLUORESCENT LIGHT-SURFACE MNTD. CEILING LIGHT-RECESSED CEILING LIGHT-SURFACE MNTD. 	<ul style="list-style-type: none"> SON/LT. BAND-OUTLET SENSOR CEILING MOUNTED TV SPEAKER CEILING OUTLET 	<ul style="list-style-type: none"> CEILING MOUNTED HVAC UNIT SUPPLY DIFFUSER RETURN DIFFUSER SUPPLY/RETURN DIFFUSER ROUND DIFFUSER EXHAUST FAN EXHAUST FAN/LIGHT COMBO

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AFFORDABLE CARE INC. FACILITY ASSESSMENTS
ADDRESS: 2
CITY: AT, TN

AFFORDABLE CARE INC.

SHEET # **XXXX**

RCP PLAN

SHEET # **3**

Reflected Ceiling Plan (RCP)

- o True placement of the ALL recessed and surface mounted elements on the ceiling listed below (but not restricted to), including AFFs:
 - Ceiling finishes (e.g.: ACT, drywall, open to deck, glued tile, etc.)
 - Ceiling heights
 - Soffit/changes in ceiling height
 - Light fixtures (size),
 - Pendant lights (AFF),
 - Track lights (length, number of lights),
 - Cameras,
 - Outlets & switches,
 - Speakers,
 - HVAC registers (L x W),
 - Vents (L x W)
 - Diffusers (L x W)
 - Exhaust fans (L x W),
 - Sensors,
 - Access hatches (L x W),
 - Smoke detectors,
 - Exit signs
 - Emergency lights,
 - Security exit sign combo
 - Sprinkler heads (notate the distance the head protrudes from the ceiling),
 - Fire strobes,
 - Ceiling fans (distance from floor to light),
 - Ceiling mounted tv's/monitors (AFF)
 - Wi-fi access point

SHEET 4: SITE PLAN



SITE PLAN

DATE, SURVEYOR, & DRAFTER INFO

ADDRESS AND SITE NUMBER

NORTH ARROW



AFORDABLE CARE INC.
FACILITY ASSESSMENTS
ADDRESS 2
CITY 9278P

AFORDABLE CARE INC.

SITE #
XXXX



DATE: 00/00/00
SURVEYOR: 0000000
DRAWN BY: 0000000
CHECKED: 0000000

SITE PLAN
SHEET NO.
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SHEET #

1 SITE PLAN
N.T.S.

Site Plan

- Google earth image with markup
- Locate space with in the building, meters, utility rooms, accessible parking, ramps, and dumpster