

EXECUTIVE OFFICE OF HEALTH AND HUMAN SERVICES
DEPARTMENT OF CHILDREN AND FAMILIES (DCF)

FRAMINGHAM, MARLBOROUGH, SOUTHBOROUGH OR WESTBOROUGH

Project Number:
202606700

SECTION B-3
SPACE ALLOCATION AND FINISH SCHEDULE

A TOTAL OF APPROXIMATELY 23,700 USABLE SQUARE FEET

JULY 2026

FRAMINGHAM, MARLBOROUGH, SOUTHBOROUGH OR WESTBOROUGH

DCAMM Project Number: 202606700

**B-3. SPACE ALLOCATION AND FINISH SCHEDULE: DEPARTMENT OF CHILDREN AND FAMILIES (DCF)
FRAMINGHAM, MARLBOROUGH, SOUTHBOROUGH OR WESTBOROUGH**

SUMMARY OF SPACE ALLOCATION

	Staff	Seats	Usable Area
Staff Areas	122	87	12,055
Support Areas	n/a	0	7,214
Client Service Area	0	1	4,388
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TOTAL:	122	88	23,656

**B-3. SPACE ALLOCATION AND FINISH SCHEDULE: DEPARTMENT OF CHILDREN AND FAMILIES (DCF)
FRAMINGHAM, MARLBOROUGH, SOUTHBOROUGH OR WESTBOROUGH**

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FRAMINGHAM, MARLBOROUGH, SOUTHBOROUGH OR WESTBOROUGH

TYPE OF ROOM OR AREA	PERSONNEL SPACE			SUPPORT SPACE			TOTAL SF	PARTI-TIONS	FLOOR COVER	NOTATIONS ON SPECIFICATIONS (cf. RFP section B-2)
	SEATS	SF	SUBTOTAL	UNITS	SF	SUBTOTAL				
STAFF AREAS										
Area Director's Office	1	120	120				120	Full, LL-Wkstn	CPT	Lock, sidelight, furniture (See Exhibit 17.1- furniture provided by LL)
Area Clinical Manager	1	100	100				100	Full, LL-Wkstn	CPT	Lock, sidelight, furniture (See Exhibit 17.1- furniture provided by LL)
Area Administrative Manager	1	100	100				100	Full, LL-Wkstn	CPT	Lock, sidelight, furniture (See Exhibit 17.1- furniture provided by LL)
Administrative Services Coordinator	2	100	200				200	Full, LL-Wkstn	CPT	Lock, sidelight, furniture (See Exhibit 17.1- furniture provided by LL)
Lead Director	1	100	100				100	Full, LL-Wkstn	CPT	Lock, sidelight, furniture (See Exhibit 17.1- furniture provided by LL)
Unit Supervisors (In addition to cluster)	2	100	200				200	Full, LL-Wkstn	CPT	Lock, sidelight, furniture (See Exhibit 17.1- furniture provided by LL)
Child Care ASC	1	100	100				100	Full, LL-Wkstn	CPT	Lock, sidelight, furniture (See Exhibit 17.1- furniture provided by LL)
Lawyer	1	100	100				100	Full, LL-Wkstn	CPT	Lock, sidelight, furniture (See Exhibit 17.1- furniture provided by LL)
Clerk V	1	36	36				36	LL-Wkstn	CPT	See Technical Exhibit 7
Clerk IV	2	36	72				72	LL-Wkstn	CPT	See Technical Exhibit 7
Quiet Focused Workspace	4	36	144				144	LL-Wkstn	CPT	See Technical Exhibit 7
Subtotal Staff Areas	17	928	1,272				1,272			
SOCIAL WORK CLUSTERS (5)										
Each individual cluster includes:	<i>As shown in Technical Exhibit 24, each individual Social Work Cluster consists of 1,258 square feet and an additional 42% circulation for a total of 1,786 sf.</i>									
Area Program Manager	1	100	100				100	Full, LL-Wkstn	CPT	Lock, sidelight, furniture (See Exhibit 17.1)
Unit Supervisors	2	100	200				200	Full, LL-Wkstn	CPT	Lock, sidelight, furniture (See Exhibit 17.1)
Social Workers	6	36	216				216	LL-Wkstn	CPT	See Technical Exhibit 9
Touchdown Stations (5 per cluster)	5	36	180				180	LL-Wkstn	CPT	5 touchdown stations with 5 seats each, V/P/D and monitor arms for each seat. See Technical Exhibit 6
Open Seating (3 per cluster)				3	36	108	108	Open	CPT	
Unit Teaming Room				1	200	200	200	Full	CPT	Lock, larger sidelight, chair rail, Floor core with V/D/P, one poke-thru for A/V, wood blocking and V/D/P outlet for UA provided TV
Huddle Rooms				1	100	100	100	Full	CPT	Lock, sidelight, chair rail, wood blocking and V/D/P outlet for UA provided TV
Open collaboration				1	154	154	154	Open	CPT	
Individual Cluster Total:	14		969			562	1,258			
Total Number of Social Work Clusters:	5									
Subtotal for all 5 Social Work Clusters	70	3,480			2,810		6,290			
EQUIPMENT IN OPEN AREAS										
Bookcase				10	3	30	30	Open	CPT	
Shelving				10	3	30	30	Open	CPT	
File Cabinets (VF)				17	7.5	128	128	Open	CPT	
Storage Cabinet				10	9	90	90	Open	CPT	
File Cabinets (LF)				18	9	162	162	Open	CPT	
Copy Station				1	100	100	100	Open	CPT	
Fax/Printer Stations				6	25	150	150	Open	CPT	
Recycling Bins				3	3	9	9	Open	CPT	
Touchdown Lockers for Staff				110	2	220	220	Open	CPT	12" W x 18" D x 36" H Lockers with mechanical combination locks to be provided by Landlord (See Technical Exhibit 18.1)
H ₂ O Point of Use				3	3	9	9	Open	LVT	3' W x 3' D LVT underneath unit
Subtotal Equipment in Open Areas						928	928			
Subtotal	87					3,738	8,490			
Circulation						42%	3,566			
TOTAL USABLE AREA							12,055			

Staff Areas

- List of Abbreviations**
- SF Usable Square Feet
 - Full Office or room with full height partitions and door
 - LL-Wkstn Open area with landlord-installed systems furniture
 - Open Open area with no partitions
 - CPT Carpet
 - VCT Vinyl Composition Tile
 - LVT Luxury Vinyl Tile
 - SDT Static Dissipative Tile
 - CER Non-Skid Ceramic Tile Flooring
 - V/D/P Combination Voice, Data, Power Outlet
 - AV Audio-Visual

**B-3. SPACE ALLOCATION AND FINISH SCHEDULE: DEPARTMENT OF CHILDREN AND FAMILIES (DCF)
FRAMINGHAM, MARLBOROUGH, SOUTHBOROUGH OR WESTBOROUGH**

**DCAMM Project Number: 202606700
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TYPE OF ROOM OR AREA	PERSONNEL SPACE		SUPPORT SPACE		TOTAL SF	PARTI-TIONS	FLOOR COVER	NOTATIONS ON SPECIFICATIONS (cf. RFP section B-2)	
	STAFF	SF	UNITS	SF					SUBTOTAL
SUPPORT AREAS									
Records (Active Files)			2	150	300	300	Full	VCT	Lock, vision panel, card access, shelving by LL on all four perimeter walls
Records (Archive Files)			1	500	500	500	Full	VCT	Lock, vision panel, card access, shelving by LL on all four perimeter walls
Copy/Mail			1	100	100	100	Full	CPT	Lock, sidelight, built-in shelving and base cabinets, mail slots
Main Distribution Frame (MDF)			1	150	150	150	Full	SDT	Card access, vision panel, 24/7 cooling, please refer to LL Improvements specifications
Intermediate Distribution Frame (IDF)			1	100	100	100	Full	SDT	Card access, vision panel, 24/7 cooling
Staff Support			1	300	300	300	Full	LVT	Lock, sidelight, counter, sink, cabinets
Galley Kitchen			1	100	100	100	Full	LVT	Lock, sidelight, counter, sink, cabinets (Galley Configuration)
Storage/Supply			1	100	100	100	Full	VCT	Lock, vision panel, perimeter shelving by LL on the three longest walls (see specifications)
Storage/Equipment			1	100	100	100	Full	VCT	Lock, vision panel, perimeter shelving by LL on the three longest walls (see specifications)
IT Workroom			1	100	100	100	Full	CPT	Lock, vision panel, counter, and adjustable shelving
Storage/Children's Clothing			1	450	450	450	Full	VCT	Lock, vision panel, floor to ceiling built-in 2'x2'x2' storage cubes by LL on 2 perimeter walls and 3'x3'x3' storage cubes on the remaining 2 perimeter walls (see specifications)
Kid's Fund Donation Room			1	150	150	150	Full	VCT	Lock, vision panel, perimeter shelving by LL on the three longest walls (see specifications) (1 of 2 Kid's Fund Donation Rooms along with the one in the Children's Secure Suite)
Children's Secure Suite			1	1,050	1,050	1,050	Full	CER/LVT	See Technical Exhibit 10. A Kids Fund Donation Room (with perimeter shelving by LL on the three longest walls [see specifications]), Laundry Room and bathroom with shower/tub combination adjacent to the Client Service Area and Secure Work area, wood blocking and V/D/P outlet for UA provided TV, in-use indicators on bathroom door, card access on 3 doors, chair rail, sidelights.
Car Seat Closet			1	200	200	200	Full	VCT	Lock, vision panel, shelving by LL on all perimeter walls (see specifications)
Wellness Room			1	100	100	100	Full	CPT/LVT	"In-use" indicator deadbolt lock, sidelight with full privacy film, counter, sink, cabinets (See Technical Exhibit 13.1)
Huddle Rooms			2	100	200	200	Full	CPT	Lock, sidelight, chair rail, wood blocking and V/D/P outlet for UA provided TV
Staff Restroom			1	80	80	80	Full	CER	Commercial restroom "in-use" indicator deadbolt lock, automatic door opener
Management Conference Room			1	200	200	200	Full	CPT	Lock, sidelight, chair rail, floor core V/D/P, wood blocking and V/D/P outlet for UA provided TV
Conference Room with operable partition			1	800	800	800	Full	CPT	One operable partition to divide this large room into two rooms, each room must have at least one door with lock and sidelight, chair rail, a CO2 sensor and exhaust fan, one floor core for V/D/P outlets, one poke-thru for A/V equipment and tie-ins, wood blocking and V/D/P outlet with HDMI and Cat 6, and independent light switches.
Subtotal Support Areas					5,080	5,080			
Subtotal					5,080	5,080			
Circulation						2,134	SF		Usable Square Feet
TOTAL USABLE AREA						7,214	Full		Office or room with full height partitions and door

Support Areas

- List of Abbreviations**
- LL-Wkstrn Open area with landlord-installed systems furniture
 - Open Open area with no partitions
 - CPT Carpet
 - VCT Vinyl Composition Tile
 - LVT Luxury Vinyl Tile
 - SDT Static Dissipative Tile
 - CER Non-Skid Ceramic Tile Flooring
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TYPE OF ROOM OR AREA	PERSONNEL SPACE		SUPPORT SPACE			TOTAL SF	PARTI-TIONS	FLOOR COVER	NOTATIONS ON SPECIFICATIONS (cf. RFP section B-2)
	STAFF	SF	UNITS	SF	SUBTOTAL				
MEETING AREAS									
Interview Rooms (Family Time Room) includes 30 sf Social Worker Alcove			8	200	1,600	1,600	Full	LVT	See Exhibit 11 to see Social Worker Alcoves. Chair rail, lock, emergency light, duress alarm, sidelight, soffit from alcove across the wall to above entry door. Furniture to be provided by LL Chair rail, lock, emergency light, duress alarm, sidelight.
Meeting Rooms (Family Team, Fair Hearing/Foster Care Review)			3	250	750	750	Full	CPT	
Subtotal Meeting Areas					2,350	2,350			
ENTRY AREAS									
Waiting/Seating			1	500	500	500	Full	LVT	Chair rail, high traffic eggshell acrylic enamel paint such as Ultra Spec Scuff-X or equal, card access on every door separating client service and secure space Built-in reception counter, transaction window, with fixed tempered glass and reception desk assembly for one receptionist, card access, remote door release. Commercial restroom "in-use" indicator deadbolt lock, remote door release, changing table, emergency light, automatic door opener.
Receptionist/Transaction Counter			1	80	80	80	Full	CPT	
Client Restrooms			2	80	160	160	Full	CER	
Subtotal Entry Areas					740	740			
Subtotal					3,090	3,090			
Circulation					42%	1,298	SF		
TOTAL USABLE AREA						4,388	Full		

Client Service Area

- List of Abbreviations**
- Usable Square Feet
 - Office or room with full height partitions and door
 - LL-Wkstn Open area with landlord-installed systems furniture
 - Open Open area with no partitions
 - CPT Carpet
 - VCT Vinyl Composition Tile
 - LVT Luxury Vinyl Tile
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Key	Material	Manufacturer	Type/ Style	Color	Comments
FLOOR FINISH					
SDT	Vinyl Composition Tile, 12"x12"	Armstrong	Static Dissipative Tile	Armor Gray 51951	For MDF/IDF spaces
VCT	Vinyl Composition Tile, 12"x12"	Mannington	Spacia Stone	Ceramic Flint S55S2594	For Storage Areas
CPT	Carpet Tile, 18"x36"	Mannington	Cryptogram	Oscillator	Vertical Ashlar Install
CER-1	Ceramic Tile, Nominal 6"x6"	Crossville	Color Blox	Blue Suede Shoes A 1113	Laticrete #91 Slate Gray Grout
CER-2	Ceramic Tile, Nominal 12"x12"	Crossville	Color Blox	Blue Suede Shoes A 1113	Laticrete #91 Slate Gray Grout
LVT	Luxury Vinyl Tile, 7.25" X 48"	Mannington	Spacia Wood	Mulled Oak S55W3313	Ashlar Install in all circulation space
M-1	Entry Mat	Mats, Inc.	Berber	Sterling	
BASE					
B-1	4" Vinyl	Johnsonite	Straight	Pebble 32	
B-2	4" Vinyl	Johnsonite	Coved	Pebble 32	
CT-1	Ceramic Tile, Nominal 6"x12"	Crossville	Color Blox	Blue Suede Shoes A 1113	Match adjacent CT-1 floor tile
CT-2	Ceramic Tile, Nominal 6"x12"	Crossville	Color Blox	Blue Suede Shoes A 1113	Match adjacent CT-2 floor tile
WALL FINISH					
CR-1	Chair Rail	Sherwin Williams	SW 7018	Dovetail	See Detail 4/A-21
CT-1	Ceramic Tile, Nominal 6"x6"	Crossville	Color Blox	Blue Suede Shoes A 1113	Laticrete #91 Slate Gray Grout
CT-2	Ceramic Tile, Nominal 12"x12"	Crossville	Color Blox	Blue Suede Shoes A 1113	Laticrete #91 Slate Gray Grout
P-1	Standard Paint	Sherwin Williams	SW 7005	Pure White	Typical Wall, Above Chair Rail U.N.O.
P-2	Standard Paint	Sherwin Williams	SW 7018	Dovetail	Interior Door & Window Frames, Chair Rail
P-3	Scuff-Resistant Paint	Sherwin Williams	SW 7016	Mindful Gray	Below Chair Rail U.N.O.
P-4	Standard Paint	Sherwin Williams	SW 6221	Moody Blue	Title Walls & As Indicated
P-5	Standard Paint	Sherwin Williams	SW 6220	Interesting Aqua	Accent Walls As Indicated
P-6	Scuff-Resistant Paint	Sherwin Williams	SW 6212	Quietude	Below Chair Rail Where Indicated
CEILING FINISH					
AC-1	2x2 Acoustic Tile	Armstrong	Dune 1775 HRC	White	
P-7	Standard Paint	Ben Moore	See Specifications	Ready Mix White	Gypsum Board Soffits, See Reflected Ceiling Plans
MILLWORK					
PL-1	Plastic Laminate	Formica	464-58	Graystone - Matte	Vertical Surfaces
PL-2	Plastic Laminate	Wilsonart	7981k-12	Landmark Wood - Softgrain	Counters in areas with Carpet (Reception, Copy, etc)
PL-3	Plastic Laminate	Formica	8792-58	Winter Sky - Matte	Counters in areas with LVT (Staff Support, Wellness, etc)
Modular Furniture					
	Fabric	AIS	Amaze	Morel	Typical cubicle fabric, side panels of touchdown spaces
	Fabric	AIS	Cape Cod	Meadow	Spine of cubicles, back of touchdown spaces
	Laminate	AIS	Summer Drops	White	
	Hardware	AIS	As provided by vendor		Nickel preferred

Finish Schedule