
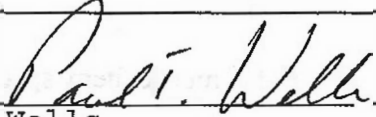


To: SUPERSEDED BY EB 01-030 EFFECTIVE 5/30/01		ENGINEERING INSTRUCTION <i>New York State Department of Transportation</i>	94-038 Supersedes: 92-014
Title: ENGINEER'S OFFICE AND LABORATORY BUILDING ITEM 637.0XXX (ENGLISH) & 637.0XXX M (METRIC)			
Distribution: <input checked="" type="checkbox"/> Main Office(30) <input type="checkbox"/> Local Gov.(31) <input checked="" type="checkbox"/> Regions(32) <input checked="" type="checkbox"/> Contractors/AGC(39) <input checked="" type="checkbox"/> Consultants(34) <input type="checkbox"/> _____ ()	Approved:  P.T. Wells 10/20/94 Deputy Chief Engineer Date Construction Division		

The existing specification for items 637.0501, 637.0601, 637.0701, 637.0801, and 637.0901, Engineers Office Type A Through E, will be modified via the attached shelf-note effective with the letting date 01/12/1995.

The following item specifications will be included in the Department's metric Specification Book effective with the letting date of 06/15/1995:

ITEM 637.01 M	LABORATORY BUILDING (METRIC)
ITEM 637.0502 M	ENGINEER'S OFFICE -- TYPE A (METRIC)
ITEM 637.0602 M	ENGINEER'S OFFICE -- TYPE B (METRIC)
ITEM 637.0702 M	ENGINEER'S OFFICE -- TYPE C (METRIC)
ITEM 637.0802 M	ENGINEER'S OFFICE -- TYPE D (METRIC)
ITEM 637.0902 M	ENGINEER'S OFFICE -- TYPE E (METRIC)

Four (4) modifications were made to the item specifications. The modified English and new metric versions of the item specification are identical in the actual requirement of the engineers offices.

1. A 35 mm Camera was added to:
 "General Requirements for all Engineer's Offices", (637-2.02C)
 (This is a new requirement for All Type Offices)
2. A refrigerator was added to:
 "General Requirements for all Engineer's Offices", (637-2.02K)
 (This is a new requirement for All Type Offices)
3. A Telephone Fax Machine was added to:
 "General Requirements for all Engineer's Offices", (637-202.Z)
 (This was previously a requirement for only Type D & E Offices)

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4. Under Section 637-3.01, "Construction Details - General Requirements", the requirement for the Engineer to provide the Contractor a monthly list of state and private property stored in the office was modified to every three (3) months.

Distribution of the metric item specifications and shelf-note, as attachments to this EI, were made as follows:

List 30: Recipients received 1 copy.

List 32: Copies have been sent to the Regional Design Engineer, Regional Estimating Engineer, and Regional Construction Engineer.

List 34: 1 copy each.

List 39: 1 copy.

Copies of the metric item specifications and shelf-note may be requested from the Main Office Construction Division.

Questions should be directed to Jianguo Tang, Construction Division at (518) 457-3225.

AJT:mr

Engineer's Field Office

Make the following changes to Addendum No. 1 to the Standard Specifications of January 2, 1990.

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Under §637-1 DESCRIPTION, add the following at the end of the paragraph:

"The Contractor shall maintain all facilities and furnished equipment in good working condition. The Office shall be cleaned weekly, or as required by the Engineer."

Page VI-36

Under §637-2.02 General Requirements for all Engineer's Offices, replace C, D and K with the following:

"C. **35mm Camera.** Autofocus operation with "red-eye reduction" and "easy film loading" features. A soft storage/carry case shall be provided. The camera functions shall include the following.

Automatic and motorized film advance and rewind

Automatic adjustment for DX coded films

Film speeds ISO 100 through 400

Built in flash with automatic sensor

Date stamp on each picture

The supply of batteries shall be replenished by the Contractor as required by the Engineer. Film and film processing will be the responsibility of the State."

"D. **Typewriter with stand.** A standard electric office size with pica type and a stand with casters."

"K. **Refrigerator.** A standard electric cold storage type providing a minimum storage space of approximately 3 cubic feet."

Page VI-37

Under §637-2.02Q Signs/Bulletin Board, add the following after the first sentence:

"The sign shall be installed at the location or locations directed by the Engineers. The panel materials may be of any material permitted under §619-2.02, Construction Signs. The panel shall be 36" high by 48" wide with white legend on green background with the phrases as positioned and described below.

The letters in the phrase 'FIELD OFFICE' shall be 6" C series with the top of the letters

6" below the top of the panel. The letters in the phrase 'PROJECT ENGINEER' shall be 6" B series with the top of the letters 18" below the top of the panel. The letters in the phrase 'N.Y.S. DEPT. OF TRANSPORTATION' shall be 1 1/2" E series with the top of the letters 30 1/2" below the top of the panel. All phrases shall be centered horizontally on the panel.

If erected at a location where the sign might be struck by passing traffic, as determined by the Engineer, the sign support shall be a breakaway type. Payment for the sign and its supports shall be included in the price for the Engineer's Office."

also, add the following paragraph:

"Z. *Telephone FAX Machine*, with a dedicated telephone line (in addition to the telephone line(s) specified in Table 1) and meeting the following requirements:

DOCUMENT SIZE	8 1/2" X 11" both transmit and receive with transmit speed less than 20 seconds per page
COMPATIBILITY	Group G3
RESOLUTION	Standard, with 16-Shade Gray Scale
RECEIVING	Automatic
DOC FEEDER	Automatic 5 Sheets
AUTO DIALER	10 Phone Number Memory with automatic redial and on-hook dialing
TRANSMIT TERMINAL IDENTIFICATION	Page number, Sender's Phone Number and Name
OUTPUT DOCUMENT SEPARATOR	Automatic Cutter

An adequate supply of fax paper shall be provided. The supply of fax paper shall be replenished by the Contractor as required by the Engineer."

Also, under §637.2.03 **General Requirements for some Engineer's Offices**, delete the last paragraph concerning the Telephone Fax Machine as a requirement for Type D and E only. The Telephone Fax Machine, as now specified in §637-2.02Z above, is a requirement for all Engineer's Offices.

Page VI-38

Under §637-3.01 **General Requirements**, in the last paragraph, change "once a month" to "once every three months" and change "once a week" to "once a month".

SECTION 637 - ENGINEER'S OFFICE AND LABORATORY BUILDING

637-1 DESCRIPTION. This work shall consist of providing, furnishing and maintaining an Engineer's Office and a Field Laboratory Building for the exclusive use of and occupancy by the Department and Consultant field engineers. It shall be the responsibility of the Contractor to install and maintain the Engineer's Office in compliance with all applicable building, safety, and health regulations and/or laws. The Contractor shall maintain all facilities and furnished equipment in good working condition. The Office shall be cleaned weekly, or as required by the Engineer.

637-1.01 Engineer's Office (Type A, B, C, D or E). The Contractor shall supply for the Engineer's use a building or mobile trailer, (specified at Type A, B, C, D or E), which shall be erected at a location selected by the Engineer and shall be separate from any building used by the Contractor.

637-1.02 Laboratory Building. The Contractor shall supply mobile building(s) or trailer(s) for use as field laboratories for soils and materials testing. As work progresses on the contract, the laboratory shall be moved by the Contractor to follow the work, at such times and to the locations approved or designated by the Engineer.

637-1.03 Furnishing Existing Facilities and Buildings. The Contractor may furnish equivalent facilities in existing buildings provided such facilities and building(s) are located to provide convenient service and provided that the building location(s) and facilities are approved by the Regional Director in writing.

637-2 MATERIALS.

637-2.01 General Construction. Each Engineer's Office or Field Laboratory shall be an approved and weatherproof building or mobile trailer of the type specified in the contract documents. The structure shall have a minimum ceiling height of 2.13 m and shall be provided with weatherproof windows and weatherproof doors each equipped with adequate locking devices. Each window shall have a minimum area of 0.75 m², shall be screened and of a type that will open and close to provide adequate ventilation.

637-2.02 General Requirements for all Engineer's Offices.

- A. Lighting.** Electric light, non-glare type luminaries to provide a minimum illumination level of 1000 lux at desk height level.
- B. Heating and Cooling.** Adequate equipment to maintain an ambient air temperature of 21°C ±3°.
- C. 35mm Camera.** Autofocus operation with "red-eye reduction" and "easy film loading" features. A soft storage/carry case shall be provided. The camera functions shall include the following.

Automatic and motorized film advance and rewind

Automatic adjustment for DX coded films

Film speeds ISO 100 through 400

Built in flash with automatic sensor

Date stamp on each picture

The supply of batteries shall be replenished by the Contractor as required by the Engineer. Film and film processing will be the responsibility of the State.

- D. Typewriter with stand.** A standard electric office size with pica type and a stand with casters.
- E. Telephone.** A separate phone for the exclusive use of Department and Consultant personnel. The phone shall have modular jacks at the wall and phone and be adaptable to electronic communications. An extension telephone, of a type and location as required by the Engineer, with a minimum 7 m cord shall also be provided. The number of telephones, each with an extension, to be provided is specified for each type of office.
- F. Potable Water.** From a local municipal water line and/or bottled water with refrigerator unit - hot/cold water.
- G. Adding Machine.** Tape type registering to at least ten digits, four function. The number of adding machines to be provided is specified for each type of office.
- H. First Aid Kit.** The Contractor shall keep the kit properly stocked with appropriate first aid supplies at all times.
- I. Toilet.** A separately enclosed room, properly ventilated and complying with applicable sanitary codes. The Contractor shall provide all lavatory amenities, necessary paper and soap products, hot and cold running water and a flush-type toilet. Any other toilet will not be acceptable unless as ordered by the Engineer (A.O.B.E.).
- J. Locker.** A metal or wood locker, with lock, of sufficient size for storage of surveying instruments and testing equipment.
- K. Refrigerator.** A standard electric cold storage type providing a minimum storage space of approximately 0.09 m³.
- L. Fire Extinguisher.** Non-toxic dry chemical, fire extinguisher meeting Underwriters Laboratories, Inc., approval for Class A, Class B and Class C fires with a minimum rating of 2A: 10B: 10C. 1 per room.
- M. Fire Resistant Cabinet.** Fire resistant, 4 drawer, legal size file cabinet with lock and 2 keys, meeting the requirements for 'Insulating Filing Devices, Class 350-1 Hour (D)' of ANSI/UL 72 or the Class D rating of the original Underwriters Laboratories specification for insulated filing devices. The number of cabinets to be provided is specified for each type of office.
- N. Thermometer.** A minimum -- maximum celsius thermometer.
- O. Pencil Sharpener.** Manual, standard pencil sharpener. 1 per room.
- P. Photocopying Machine.** Desk top, heavy duty, electric, dry process photocopying machine. The machine shall be capable of copying 216 mm x 279 mm, 216 mm x 355 mm, 216 mm x 432 mm sheets. An adequate supply of 75 gram per square meter copy paper in the three (3) sizes shall be provided. The supply of copy paper shall be replenished by the Contractor as required by the Engineer.
- Q. Signs/Bulletin Board.** The Contractor shall furnish and install necessary signs to locate and identify the Project Engineers Office.

The sign shall be installed at the location or locations directed by the Engineer. The panel material may be of any material permitted under 619-2.02, Construction Signs.

The panel shall be 0.90 m high by 1.22 m wide with white legend on green background with the phrases as positioned and described below.

The letters the phrase 'FIELD OFFICE' shall be 0.15 m C series with the top of the letters 0.15 m below the top of the panel. The letters in the phrase 'PROJECT ENGINEER' shall be 0.15 m B series with the top of the letters 0.45 m below the top of the panel. The letters in the phrase 'N.Y.S. DEPT. OF TRANSPORTATION' shall be 0.04 m E series with the top of the letters 0.78 m below the top of the panel. All phrases shall be centered horizontally on the panel.

If erected at a location where the sign might be struck by passing traffic, as determined by the Engineer, the sign support shall be a breakaway type. Payment for the sign and its supports shall be included in the price for the Engineer's Office.

The Contractor shall also furnish and install a 1.2 m x 2.4 m weatherproof Bulletin Board in front of or adjacent to the Project Engineers Office. This Board may also be attached to the Office on an outside wall which is easily accessible and clearly visible.

- R. Stove.** The Contractor shall furnish an electric, propane or bottle gas stove adequate for rapid drying of soil samples, including all necessary fuel or electrical supply and all maintenance necessary for continued operation. Size of the stove shall be approved by the Engineer.

Requirement R. will be necessary when Excavation and Embankment, and/or Culverts and Storm Drains are included in a project and a Laboratory Building is not included.

- S. Tack Board.** Cork Tack Boards (0.6 m x 1.2 m) mounted on a wall of each room.
- T. Bookcase.** A self-standing 3 shelf metal bookcase. 1 per room. (Approximate size 1.2 m high, 1.2 m wide, 0.3 m deep.)
- U. Waste Paper Baskets.** Constructed of metal. 1 per room.
- V. Parking Area.** The Contractor shall provide/furnish a paved or hard surfaced (gravel or bankrun material) parking area adjacent to the building where the Engineers Office is located. The number of spaces to be provided is specified for each type of office. Each space shall measure 2.75 m by 5.50 m.
- W. Mailbox.** Standard mailbox (with post if necessary) or post office box shall be provided.
- X. Coat Rack.** A metal or wooden coat rack capable of holding at least 4 coats. 1 per room.
- Y. Telephone Answering Device.** A FCC approved automatic answering device capable of recording outgoing messages of 60 seconds long and receiving a minimum of 40 incoming messages of 60 seconds duration. The unit shall include a message mark so you can hear new messages without erasing old messages. The unit shall include remote programming of playback, backspace, and out-going message re-record. The unit shall include computer generated voice marking of time and day of each message received. The unit shall allow for the retrieval of messages without a remote beeper unit or shall include a number of remote control units as ordered by the Engineer (A.O.B.E.).
- Z. Telephone FAX Machine,** with a dedicated telephone line (in addition to the telephone line(s) specified in Table 1) and meeting the following requirements:

DOCUMENT SIZE	216 mm X 279 mm both transmit and receive with transmit speed less than 20 seconds per page
COMPATIBILITY	Group G3
RESOLUTION	Standard, with 16-Shade Gray Scale
RECEIVING	Automatic
DOC FEEDER	Automatic 5 Sheets
AUTO DIALER	10 Phone Number Memory with automatic redial and on-hook dialing
TRANSMIT TERMINAL IDENTIFICATION	Page number, Sender's Phone Number and Name
OUTPUT DOCUMENT SEPARATOR	Automatic Cutter

An adequate supply of fax paper shall be provided. The supply of fax paper shall be replenished by the Contractor as required by the Engineer.

637.2.03 General Requirements for some Engineer's Offices,

Type B, C, D and E only (Not Type A)

- 1-- Freestanding Microcomputer System Workstation with a 1.50 m long by 0.75 m wide work surface and height of 0.70 m. The workstation shall include an adjustable shelf approximately 0.30 m wide and no less than 0.75 m long. This workstation shall be fully assembled.
- 1-- Ergonomic Microcomputer Workstation Chair w/arms, five (5) legs w/casters and adjustable from approximately 0.4 m to 0.6 m height by pneumatic gas cylinder. This chair shall be fully assembled.
- 1-- Antistatic Tabletop Mat for the Microcomputer System Workstation with an approximate size of 0.75 m long by 0.60 m wide.
- 1-- Ergonomic and height adjustable 'wrist rest' keyboarding support.
- 1-- Calculator. The device shall be capable of executing normal engineering/surveying calculations and have sufficient memory to accept and execute programs of at least 200 lines or steps. The device shall also be capable of printing the results of calculations and programs, storing programs resident in the device on a magnetic medium for later use, and accepting preprogrammed software. The Contractor shall supply the preprogrammed software capable of performing normal surveying computations and the printing paper. The supply of printing paper shall be replenished by the Contractor as required by the Engineer. Instruction manuals for the calculator and software shall also be provided.

**637-2.04 Specific Requirements for all Engineer's Offices
(Type A, B, C, D, and E).**

- A. Engineer's Office Type A.** In addition to the general requirements, Type A shall provide a minimum of 18 m² of floor space with one outside door and four windows. The office shall be partitioned to provide two rooms with an adjoining door. The smaller room shall not be less than 6 m² in floor area and shall contain at least one of the four windows. The furnishings shall be as indicated in Table 1 of this Section.
- B. Engineer's Office Type B.** In addition to the general requirements, Type B office shall provide a minimum 30 m² of floor space with two outside doors and six windows. The office shall be partitioned to provide two rooms with an adjoining door. The smaller room shall be not less than 9 m² in floor area and shall contain two of the six windows. The furnishings shall be as indicated in Table 1 of this Section.
- C. Engineer's Office Type C.** In addition to the general requirements, Type C office shall provide a minimum 42 m² of floor space with two outside doors and six windows. The office shall be partitioned to provide three rooms with adjoining doors. The smaller rooms shall be not less than 9 m² in floor area and shall contain two of the six windows. The furnishings shall be as indicated in Table 1 of this Section.
- D. Engineer's Office Type D.** In addition to the general requirements, Type D office shall provide a minimum of 66 m² of floor space and shall be partitioned to provide four rooms: three small rooms and one large room with adjoining doors. The smaller rooms shall be not less than 9 m² area, and shall each contain two windows. Two outside doors and at least eight windows will be the total required. The furnishings shall be as indicated in Table 1 of this Section.

If two mobile trailer units are provided, they shall be joined in parallel fashion and shall have two weatherproof doorways or archways between units A.O.B.E. A minimum of two (2) outside doors shall still be required, and arranged so as to facilitate emergency access.

- E. Engineer's Office Type E.** In addition to the general requirements, Type E office shall provide a minimum of 85 m² of floor space and shall be partitioned to provide four rooms: two small rooms and two large rooms each with adjoining doors. The smaller rooms shall be not less than 11 m² in area and shall each contain two windows. Two outside doors and at least twelve windows will be required. The furnishings shall be as indicated in Table 1 of this Section.

If two mobile trailer units are provided, they shall be joined in parallel fashion and shall have two weatherproof doorways or archways between units A.O.B.E. A minimum of two (2) outside doors shall still be required, and arranged so as to facilitate emergency access.

637-2.04 Table 1.

Specific Requirements for Office	Office Type				
	A	B	C	D	E
	#	#	#	#	#
Office Desks with Drawers and Locks not less than 0.75 m X 1.5 m each	1	3	4	7	8
Office Chairs	4	6	8	16	18
Fire Resistant Cabinet, 4-Drawer as specified in §637-2.02M	1	2	3	4	6
Drafting-type Tables, approximately 0.9 m by 1.8 m and supported by brackets and legs	1	2	2	3	4
Drafting stools	2	4	4	6	8
Vertical filing plan rack for 6 sets of plans each	1	0	0	0	0
Vertical filing plan rack for 12 sets of plans each	0	1	1	2	3
Roll File Unit each with twelve 0.15 m X 0.15 m compartments for twelve cross-section rolls each 0.60 m long	0	1	1	1	2
Office table, not less than 0.9 m X 1.8 m each	1	1	2	3	4
Metal storage cabinet with four adjustable shelves, tumbler lock and two keys (approx. size 1.80 m high, 0.90 m wide, 0.45 m deep)	0	1	1	1	2
Adding Machine as specified in §637-2.02G	1	1	2	2	3
Telephone lines with extensions as specified in §637-2.02E	1	1	2	2	2
Parking lot spaces as specified in §637-2.02V	5	5	6	8	10

637-2.05 Minimum requirements for Field Laboratories.

- A. **Area.** Floor space of 9 m².
- B. **Windows.** Three windows.
- C. **Doors.** One door with lock and two sets of keys.
- D. **Floor Covering.** Linoleum, tile or other serviceable finish.
- E. **Sink.** A sink at least 0.90 m long by 0.60 m wide by 0.45 m deep, equipped with water faucet and drain line.
- F. **Counter.** A work counter next to sink at least 0.6 m long by 0.6 m wide.
- G. **Table.** A heavy duty work table not less than 2.50 m long by 0.75 m wide by 0.90 m high.
- H. **Cabinet.** A storage cabinet or locker at least 0.6 m² by 1.8 m high, equipped with at least four shelves, lock and two keys.
- I. **Fire Resistant Cabinet.** Two drawer as specified in §637-2.02M.
- J. **Desk.** A desk or writing table with chair.
- K. **Pedestal.** A heavy wooden block for soil compaction tests, nominally 0.25 m square by 0.30 m high. (Soils Lab. only.)
- L. **Stove.** As specified in §637-2.02R.

- M. Lighting.** Electric lighting and not less than three convenient outlets. Electric service shall be for not less than 20 amperes, 115 volts ac. Where an electric hotplate or stove is provided under (L) above, service shall be increased over 20 amperes by an amount equal to the rating of the device listed on the nameplate.
- N. Potable Water.** Potable water supplied from an existing system or from an external 200 liter (minimum) gravity-feed storage tank connected to the sink faucet.
- O. Heater.** A space heater with the necessary fuel and outside vent, if required.
- P. Fire Extinguisher.** As specified in §637-2.02L.

637-3 CONSTRUCTION DETAILS.

637-3.01 General Requirements. The buildings shall be fully equipped and made available for use and occupancy by the Department personnel as well as comparable personnel employed by a Consultant prior to the start of any contract work. Such use and occupancy shall be made available after the work has been accepted by the Department as directed in writing by the Regional Director.

All buildings shall be maintained in good condition and appearance by the Contractor for the designated period after which all portable buildings or trailers, fencing, surfacing and utilities shall be removed from the location, the areas cleaned, loamed and seeded if required and left in a neat and acceptable condition.

The Contractor shall be responsible, until use and occupancy of the Engineer's office and Laboratory building is relinquished by the State, for any and all damage, direct or indirect, of whatever nature, occurring to the property of the State of New York, property of the Department's personnel, property of the Department's Consultant representative, including other employees of the Consultant assigned to this office, which is kept in the Engineer's Office and Laboratory Building. Non-State owned or employee property shall only be those items used by appropriate personnel in the performance of project-related work activities. Such property shall be replaced within 30 days of the reported damages and would include any loss caused by, but not limited to, fire, theft, vandalism or malicious mischief.

The Engineer shall provide the Contractor a detailed list of items, with corresponding dollar values, belonging to the State of New York, the Department's personnel, the Department's Consultant representative, and the Consultant's employees at least once every three months but not more than once a month. The Contractor shall not be responsible for items kept in the Engineer's office that are not on this list.

637-4 METHOD OF MEASUREMENT.

637-4.01 Engineer's Office (Type A, B, C, D and E). Payment will be made for each month (to the nearest 0.25 month increment), of availability for occupancy by the field engineers during the period of the contract. Payment will begin the first month that the office is fully equipped, serviced as specified, and made available for occupancy. Monthly payments will continue until the date of acceptance of the contract. When directed in writing by the Regional Director, payment for each month's occupancy after the date of acceptance will be made as part of the final estimate. Failure of the Contractor to supply all documents required to complete the final estimate may result in a non-payment during this delaying period. This non-payment will

be in the form of a charge to the Contractor as further stated in §637-5 of this Specification. Monthly payments may be terminated on a specified date prior to acceptance of the contract by written notification by the Regional Director that such office will no longer be required on the contract.

No payment will be made for occupancy and services during the periods of contract extension of time where Engineering Charges are assessed, except that, in such cases, payment for each month's occupancy after the date of acceptance will be made as part of the final estimate when directed in writing by the Regional Director.

637-4.02 Laboratory. Payment will be made for each building or trailer furnished under this work as follows: Seventy-five (75%) of the amount bid will be paid when the building or trailer equipped as specified has been placed on the work site and fully operative. The remaining twenty-five percent (25%) will be paid when the Engineer estimates the contract to be ninety percent (90%) complete, on a dollar basis.

637-5 BASIS OF PAYMENT.

637-5.01 Engineer's Office (Type A, B, C, D, and E). The unit price bid per month shall include the cost of all labor, material, equipment, ground rental and utility charges necessary to complete the work.

No payment will be made under Engineer's Office for each calendar day during which there are deficiencies in compliance with the requirements of any sub-section of this specification. The first calendar day shall commence 24 hours after notice to the Contractor of such a deficiency. This non-payment shall be deducted from the Contractor's next estimate as a charge to Contractor on the item. The amount of such calendar day non-payment will be determined by dividing the unit price bid per month by 30.

In addition, if the cited deficiencies exceeds 72 hours or is permitted to recur, liquidated damages will be assessed at twenty percent (20%) the rate shown in Table 108-1 of §108-03 for each subsequent calendar day or part thereof that a cited deficiency resulting in non-payment, as prescribed herein, is not corrected.

637-5.02 Laboratory. The price bid for each building or trailer shall include the cost of furnishing all labor, materials and equipment necessary to erect, relocate and remove the building or trailer as directed by the Engineer, together with all fuel, water, ground rental, or other expenses incidental thereto.

Payment will be made under:

Item No.	Item	Pay Unit
637.01 M	Laboratory Building	Each
637.0502 M	Engineer's Office--Type A	Month
637.0602 M	Engineer's Office--Type B	Month
637.0702 M	Engineer's Office--Type C	Month
637.0802 M	Engineer's Office--Type D	Month
637.0902 M	Engineer's Office--Type E	Month