

Chapter 9 – Design Guides

9.7 AGENCY SPECIFIC STANDARDS AND REQUIREMENTS

9.7.15 OFFICE OF GENERAL SERVICES (OGS)

A. OGS MISSION STATEMENT

1. The New York State Office of General Services manages and leases real property, designs and builds facilities, provides information technology, contracts for goods, services, and technology, and delivers a wide array of support services. We provide government and non-profit agencies with innovative solutions, integrated service, and best value, in support of cost-effective operations and responsible public stewardship.

B. OGS GENERAL INFORMATION

1. For more information relating to this agency go to <http://www.ogs.ny.gov/>.

C. TECHNICAL & DOCUMENT REQUIREMENTS

1. All transformers specified for downtown Albany facilities under the administration of OGS Utilities Management shall feature copper windings.
2. All HVAC equipment specified for downtown Albany facilities under the administration of OGS Utilities Management requires specification of full remote monitoring and control via the facility-wide Honeywell control system. The design should be coordinated with Honeywell staff located on-site in the Empire State Plaza. Honeywell field devices are typically identified in project documents to be installed by the mechanical trade contractor, with control wiring provided by the mechanical contractor. Programming, field device material cost, final wiring terminations and testing shall be furnished by Honeywell by an Allowance.
3. Designs which may include a material or finish change to the exterior or in public areas of Albany area buildings require coordination and approval of the Capitol Architect. Copy the Capitol Commission and Capitol Architect with all major deliverables on downtown Albany Building projects.
4. All designs which may include a new or changed door and access hardware must be coordinated very early for consistency with the hardware and access system standardization in place in many OGS buildings, including the Empire State Plaza.
5. Project signs are only used when directed and format approved by the OGS Commissioner.



6. All designs which may require changes / additions to the fire alarm system must be coordinated very early for consistency with the fire alarm systems standardization in place in many OGS buildings, including the Empire State Plaza.
7. For electrical projects in downtown Albany facilities, Specification section 011000 – Summary of the Work shall require contractors to pre-approve all electrical connections and methods with the Division of Utilities Management.

D. OGS CLIENT CONTACTS

1. The OGS Division of Construction Management serves as the client representative for most projects in OGS Buildings. Projects coordination is shared among multiple Program Managers.

E. OGS TENANT ISSUES

1. It is common that an OGS building is home in part to spaces occupied by other state agency tenants. For OGS-funded projects, only the OGS client representative can formally affect the scope of work and provide necessary approvals.
2. Designers shall be aware that many Office For Technology (OFT) tenant facilities are 24/7 computer/data centers with strong restrictions on building services interruptions, as well as separate security access requirements. Other tenant agencies' spaces may also exist with their own unique requirements or restrictions. Designs which will impact tenant spaces or systems in any way require close coordination and documentation.
3. The scope of tenant agency-funded projects in OGS buildings shall be approved by the facility's OGS client representative, who should be copied on all major design deliverables from Program report to Final Documents.

F. OGS FACILITIES LIST

FACILITY	ADDRESS	CITY
1-9 Mt. Morris Park West	122nd Street	New York
44 Holland Ave Office Bldg.	44 Holland Avenue	Albany
Adam Clayton Powell State Office Bldg.	163 W 125th Street	New York
AE Smith State Office Bldg.	80 South Swan Street	Albany
Albany CAPNET		Albany
AMTRAK Train Station	East Street	Rensselaer
Binghamton Government Center	44 Hawley Street	Binghamton



FACILITY	ADDRESS	CITY
Binghamton State Office Bldg.	44 Hawley Street	Binghamton
Binghamton State Office Bldg. Annex	164 Hawley Street	Binghamton
Broome State Office Bldg.	400 Broome St	New York
Buffalo State Office Bldg.	77 W Eagle Street	Buffalo
Capital View-SUNY	State University of NY	Rensselaer
Chambers Street Office Bldg.	90 Chambers Street	New York
Cuba Lake Dam	Route 25	Cuba
DAAA Building	194 Washington Avenue	Albany
Delavan Avenue Warehouse	1015 W. Delavan Avenue	Buffalo
Donovan State Office Bldg.	125 Main Street	Buffalo
Dulles State Office Bldg.	317 Washington Street	Watertown
Eleanor Roosevelt State Office Bldg.	4 Burnett Boulevard	Poughkeepsie
Eagle Street Office Bldg.	77 West Eagle Street	Buffalo
ESP East Parking Garage	Philip Street	Albany
Executive Mansion	Eagle Street	Albany
Former OMRDD Residence	41 Brown Avenue	Scottsville
Gertz Plaza	92-31 Union Hall Street	Jamaica
GNARESP	Empire State Plaza	Albany
GNARESP Agency 1	Empire State Plaza	Albany
GNARESP Agency 2	Empire State Plaza	Albany
GNARESP Agency 3	Empire State Plaza	Albany
GNARESP Agency 4	Empire State Plaza	Albany
GNARESP Central AC Plant	Empire State Plaza	Albany
GNARESP Concourse	Empire State Plaza	Albany
GNARESP Convention Center	Empire State Plaza	Albany
GNARESP Corning Tower	Empire State Plaza	Albany
GNARESP Cultural Ed Ctr.	Empire State Plaza	Albany
GNARESP Health Labs	Empire State Plaza	Albany
GNARESP Robert Abrams Building for Law & Justice	Empire State Plaza	Albany
GNARESP Legislative Office Bldg.	Empire State Plaza	Albany
GNARESP Parking Garage	Empire State Plaza	Albany
GNARESP Performing Arts Center	Empire State Plaza	Albany
GNARESP Plaza Level	Empire State Plaza	Albany
GNARESP Pump Station	Empire State Plaza	Albany
GNARESP Sign of the Tree	Empire State Plaza	Albany
GNARESP Swan Street Bldg.	Empire State Plaza	Albany
GNARESP Various Bldgs.	Empire State Plaza	Albany



FACILITY	ADDRESS	CITY
Gonzaga Retreat Center	382 Seven Springs Road	Blooming Grove
Hampton Plaza	State & Broadway	Albany
Hanson Place Office Bldg.	55 Hanson Place	Brooklyn
Harlem State Office Bldg.		New York City
Henderson-Smith State Office Bldg.	107 Broadway	Hornell
Hicksville State Office Bldg.	Dept of Labor	Hicksville
Holland Ave State Office Bldg.	84 Holland Avenue	Albany
Homer Folks Facility	28 Hill Street	Oneonta
Hudson & Jay	Jay Street	Albany
Hughes State Office Bldg.	333 E Washington Street	Syracuse
IBM Complex, Endicott		Endicott
IBM Complex, Kingston		Kingston
Lancaster St. Gas Station	Lancaster Street	Albany
Lawrence St Bldg	107 Lawrence Street	Brooklyn
Lefkowitz State Office Bldg.	80 Centre Street	New York
Levitt State Office Bldg.	270 Broadway	New York
Mahoney State Office Bldg.	65 Court Street	Buffalo
Malone School for Deaf	Harrison Complex	Malone
Mansion, Garrison		Garrison
New York State Capitol		Albany
NYC Armory, West 14th St		New York
OGS Education Building	89 Washington Avenue	Albany
OGS Land Utilization, Alb	195 Washington Avenue	Albany
OGS Land Utilization, Brewster OMRDD	6 Equestrian Acres Lane	Brewster
OGS Land Utilization, Buf	1003 Genesee Street	Buffalo
OGS Land Utilization, Buffalo	2917 Main Street	Buffalo
OGS Land Utilization, Har	Harlem Valley PC	Wingdale
OGS Land Utilization, LI		Melville
OGS Land Utilization, NYC	125 West 14th Street	New York
OGS Land Utilization, Pil	Pilgrim PC	West Brentwood
OGS Land Utilization, Ro2	156-158 Vermont Avenue	Rochester
OGS Land Utilization, Roc	Rochester Armory	Rochester
OGS Land Utilization, Sco	41 Browns Avenue	Scottsville
OGS Land Utilization, Smi	148 Smithtown Blvd	Smithtown
OGS Laundry Cen Islip PC	Station H	Central Islip
OGS Laundry Creedmoor PC	80-45 Winchester Blvd	Queens Village



FACILITY	ADDRESS	CITY
OGS Laundry Facilities	Support Services Group	Albany
OGS Laundry Kings Park PC		Kings Park
OGS Laundry Newark DC	703 East Maple Avenue	Newark
OGS Laundry Rockland PC	Orangeburg Road	Orangeburg
OGS Laundry Rome DC	Lower S. James Street	Rome
OGS Laundry W Seneca DC	1200 East and West Road	West Seneca
OGS Lease, 625 Broadway	625 Broadway	Albany
OGS Lease, Albany	Hampton Plaza	Albany
OGS Lease, DEC Bldg	625 Broadway	Albany
OGS Lease, Delmar	Delaware Avenue	Delmar
OGS Lease, Gertz Plaza	Gertz Plaza	Jamaica
OGS Lease, Hempstead	175 Fulton Avenue	Hempstead
OGS Lease, Jamaica	92-32 Merrick Blvd	Jamaica
OGS Lease, Manhattan	86 Chambers Street	Manhattan
OGS Lease, Menands	Fleet Building A	Menands
OGS Lease, NYC	460 West 41st Street	New York
OGS Lease, NYC Broad St	60 Broad Street	Manhattan
OGS Lease, NYC, Park Ave	475 Park Avenue South	New York
OGS Lease, Riverview	150 Broadway	Menands
OGS Lease, Rochester	259 Monroe Street	Rochester
OGS Lease, Schenectady	328 State Street	Schenectady
OGS Lease, Western Ave	1215 Western Avenue	Albany
OGS Lease, Wolf Road	50 Wolf Road	Albany
OGS Lease, Yonkers	525 Nepperhan Avenue	Yonkers
OGS Tenant Lease	Bureau of Leases	Albany
OGS, CNG Valhalla	Dana Road & Route 9A	Valhalla
Parking Lot, Cathedral	Madison Avenue	Albany
Parking Lot, Church St	Church Street	Albany
Parking Lot, Colonie St	Colonie Street	Albany
Parking Lot, Elk St	Elk Street	Albany
Parking Lot, Grand St	Grand Street	Albany
Parking Lot, Liberty St	Liberty Street	Albany
Parking Lot, McCarty Ave	McCarty Ave	Albany
Parking Lot, Pastures	Madison Avenue	Albany
Parking Lot, Road Street	Road Street	Albany
Parking Lot, Sheridan Ave	Sheridan Ave	Albany
Parking Lot, Washington	Washington Avenue	Albany



FACILITY	ADDRESS	CITY
Parking Lot, Water St	Water Street	Albany
Parking Lot, So. Pearl/Mad	South Pearl Street	Albany
Philip St Bldg	39 Philip Street	Albany
Rensselaer Tech Park	Jordan Road	Troy
Riverfront Pump Station		Albany
Saratoga Armory Residence	61 Lake Avenue	Saratoga Springs
Schermerhorn State Office Bldg.	250 Schermerhorn Street	Brooklyn
SEMO, HVTMC	Hudson Valley Transportation Management Center	Hawthorne
SEMO, Newark	144 Route 31 East	Newark
SEMO, Oneida	1352 Union Street	Oneida
SEMO, Poughkeepsie	Creek Road	Poughkeepsie
SEMO, SOB Campus	State Office Building Campus	Albany
SEMO, Var Facilities	Various Locations	Albany
Sheridan Ave Steam Plant	79 Sheridan Avenue	Albany
Sheridan Hollow Parking Facility	Sheridan Avenue	Albany
State Office Building Campus		Albany
South Mall Arterial		Albany
Split Rock, Former REH	Technical Services	Albany
Suffolk State Office Bldg.	Veterans Highway	Hauppauge
SUNY-CESTM	251 Fuller Road, B-204	Albany
Ten Eyck Office Building	40 N Pearl Street	Albany
Upstate Distribution Center	Rotterdam Industrial Park	Rotterdam
Utica State Office Bldg.	207 Genesee Street	Utica
Unified Court System	Various Locations	Region 1
Warren Street Office Building	8 Warren Street	New York
Westchester County Facility		Hawthorne

End of Agency Specific Standards and Requirements - OGS