

JANUARY 2012

AENA provided complete architectural design services to relocate the administrative office and support functions of the New York City Department of Information Technology (DoITT) to MetroTech Center in Brooklyn from their location in Lower Manhattan.

Working both with DoITT and the New York City Department of Construction Services, AENA programmed and designed a complex office layout in several phases to allow available space within the building to be occupied quickly while construction continued on later aspects of the project. The program consisted of more than 130,000 square feet of office space shared between floors that contained open workstations, private executive offices, conference rooms, and all the required support and administrative spaces needed for this important city agency to function within the premises.

AENA provided comprehensive interior design services which included the selection of furniture, finishes, and fixtures according to City approved specifications. AENA coordinated the design of our consultants to fully upgrade mechanical, electrical, and plumbing services to the spaces, as well as integrate complex security and data infrastructure for operation of the facilities.

Part of our challenge for this project was to manage the complex client and consultant groups involved in the process. The client was represented by diverse constituencies including the construction management division of the landlord group along with their specialized consultants who worked in tandem with a separate building management organization. Coordination of egress around occupied spaces and phasing of soon to be vacated offices was an integral part of the process. DoITT was not only represented by several groups within their own organization but needed approval from Citywide Administrative Services for all aspects of the project. DCAS provided a leadership role in project decision making since they are responsible for all City government controlled facilities.

AENA was able to complete the design and prepare a set of construction drawings and specifications for contractor bidding within six weeks of our initial design meeting. We also provided construction administration services to allow the project to meet client schedule goals in order to complete the facility on a fast-track basis.

In addition to assisting our client with initial design through bidding and contractor selection, AENA also coordinated approvals and permitting granted by the New York City Department of Buildings. We worked both with the landlord's expediting consultant and also directly to procure approvals from the Department of Buildings and other applicable City agencies for all required building permits.



MetroTech Commons.



Seminar Space.



Office Interior.



aena

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