



---

**Campus Planning, Design & Construction**Prepared by: Denise Stewart

---

**Meeting Date:** March 13, 2014

---

**Regarding:** CKW Design/Build

---

**Attachments:** UO Primary Contact Matrix  
Architectural Commission Description  
UO CPC Meeting Minutes  
Chambers/RSA Proposed Policy & Standards Deviations  
Chambers/RSA Project Schedule and Design/Pre-Construction Schedule

---

**Attendees:**

Brian Erickson, Chambers	Walter Daffie, Chambers
James Robertson, RSA	Scott Stolarczyk, RSA
Michael Griffel, UO Housing	Allen Gidley, UO Housing
Tom Driscoll, UO Housing	Gus Lim, UO Housing
David Opp-Beckman, UO Housing	Gregg Lobisser, UO Student Affairs
Fred Tepfer, UO CPDC	Martina Oxoby, UO CPDC
Denise Stewart, UO CPDC	

---

**DISCUSSION ITEMS:**

- Land use question regarding the ability to perform house removal before or after site review. UO follow-up needed.
- Chambers request to walk through houses. David Opp-Beckman will provide Chambers with a key to access houses.
- UO Architectural Commission description. Informational item only. Further UO discussion needed to determine if the commission will be implemented on this project.
- UO primary contact matrix to assist in clarification of UO roles and contacts. As the matrix and communication protocols are used adjustments and/or clarifications may be needed.
- Chambers schedules discussion:
  - a. Meeting milestones/dates are yet to be identified.
  - b. An every-other-week standing design meeting was agreed upon.
  - c. EWA (Package #1) work to include house removal is anticipated August 2014.
  - d. Campus Planning Committee Approval needs to move up in schedule with 100% SD.
- Report/discussion of CPC meeting and the resulting energy modeling required to receive exception from UO AET policy. Specific discussion and attention given to items 1 – 3 on pages two and three of the CPC meeting minutes.
- Hire of UO Energy Analyst is needed a.s.a.p. to assist in design and provide modeling for CPC.
- Hire of UO Commissioning Agent is needed a.s.a.p. as well to assist in design.

- Review of Chambers/RSA list of proposed policy and standards deviations.
  - a. UO direction to section 'A. Scope Modifications' is as follows:
    1. Not accepted.
    2. Not accepted.
    3. Not accepted.
    4. Keep asphalt option on the table for future decision. City response that an asphalt alley is acceptable is needed first. If asphalt then who is responsible for maintenance?
  - b. UO direction to section 'B. Program Statement Deviations' is as follows:
    1. Accepted.
    2. Not accepted.
    3. Modeling is needed before UO decision.
    4. Not accepted at this time.
    5. Not accepted at this time.
    6. Not accepted.
    7. Modeling is needed first.
    8. Design review is needed before UO decision.
    9. Accepted with future design review.
  - c. UO direction to section 'C. UO Policy Deviations' is as follows:
    1. Modeling and CPC approval are needed before UO decision.
    2. Assume certification is required at this time.
    3. Accepted with understanding that capacity and pathways are required for a future installation.
    4. Not accepted at this time.
  - d. UO direction to section 'D. UO Construction Standards Deviations' is as follows:
 

Note: Chambers/RSA needs to track all Construction Standard deviations with UO response. Informal discussion and approval of deviations is acceptable if documented and tracked. Formal submittal of deviation requests may be required of specific items that require more information and review for UO to render a decision.

    1. Accepted.
    2. More information and/or review is needed.
    3. Accepted.
    4. Deleted item.
    5. More formal review is needed with CMGS suggestions. The UO decision on this item will be based on which UO entity is maintaining the system.
    6. Modeling is needed first.
    7. Accepted.
    8. Accepted. Kitchen and woodshop spaces likely don't require any.
    9. Added deviation to use a 'pex-like' material for natural gas. UO response, more information needed.
- Chambers/RSA asked if it was possible to review the Wildish/gLAs RFP submission. UO response was yes.
- Chambers/RSA asked for UO feedback on a two building scheme as presented in previous RFP process. UO response included the following points:
  - a. More building envelope likely impacts energy with heat loss and gain. One building may be achievable with a 2-hour wall separation.
  - b. Two buildings take advantage of the existing topography nicely.

ACTION ITEMS:

1. UO CPDC – Follow-up and answer to land use question / restrictions.
2. UO – Final decision regarding use of Architectural Commission.
3. UO Housing – Delivery of key to vacant houses.
4. Chambers/RSA – Meeting Dates
5. UO CPDC – Hire of Energy Analyst and Commissioning Agent as soon as possible.
6. UO CPDC – Delivery of Wildish/gLAs RFP submittal and VE items to Chambers/RSA for review and consideration.

	A	B	C	D	E	F	G
1	<b>Project Delivery Spreadsheet - Central Kitchen and Woodshop Project</b>						
2	March 11, 2014						
3							
4	<b>KEY</b>		<u>Email correspondence protocol:</u>				
5	MO - Martina Oxoby, CPD&C, Lead contact		To: Lead contact person below				
6	DS - Denise Steward, CPD&C, Lead contact		Cc: MO, DS, DOB, Michael Griffel (MG) on all correspondence				
7	DOB - David Opp Beckman, UH, Lead contact		Cc: Gus Lim (woodshop, operations), Tom Driscoll (kitchens) as necessary				
8							
9							
10	<b>user group</b>	<b>schematic des</b>	<b>design dev</b>	<b>const. doc</b>	<b>bidding</b>	<b>const adm</b>	<b>warranty</b>
11	user group meeting facilitation, scheduling	MO	DS	DS	DS	DS	DS
12	lead management group meetings	MO	DS	DS	DS	DS	DS
13	monitor user meeting notes	MO	DS	DS	DS	DS	DS
14	collate & track user group comments	MO	DS	DS	DS	DS	DS
15	manage SD & DD sign-off	MO	DS	DS	DS	DS	DS
16	communication with User Group Chair	MO	DS	DS	DS	DS	DS
17	notification & coordination w/ neighbors (noise, etc)	MO	DS	DS	DS	DS	DS
18							
19	<b>budget</b>	<b>schematic des</b>	<b>design dev</b>	<b>const. doc</b>	<b>bidding</b>	<b>const adm</b>	<b>warranty</b>
20	initial budget / working budget following GMP	MO	DS	DS	DS	DS	DS
21	funding sources	MO	DS	DS	DS	DS	DS
22	initiate quarterly budget reviews	MO, MG	DS	DS	DS	DS	DS
23	budget quarterly meetings	MO, MG	DS	DS	DS	DS	DS
24	project cash flow -Chambers lead, MO/DS a	MO	DS	DS	DS	DS	DS
25	budget tracking - monthly	MO	DS	DS	DS	DS	DS
26	GMP review		DS	DS	DS	DS	DS
27							
28	<b>design items</b>	<b>schematic des</b>	<b>design dev</b>	<b>const. doc</b>	<b>bidding</b>	<b>const adm</b>	<b>warranty</b>
29	parking agreement(s)	MO	DS	DS	DS	DS	DS
30	bike parking agreement(s)	MO	DS	DS	DS	DS	DS
31	furniture design / selection	DOB	DOB	DOB	DOB	DOB	DOB
32	furniture procurement / installation/ OFOI	DOB	DOB	DOB	DOB	DOB	DOB
33	AV design / selection	DOB	DOB	DOB	DOB	DOB	DOB
34	AV procurement / installation / OFOI	DOB	DOB	DOB	DOB	DOB	DOB
35	UO coordination for city reviews, site review permitting, & written agmnts	MO	DS	DS	DS	DS	DS
36	Coordinate Architectural Commission mtgs	MO	DS	DS	DS	DS	DS
37	Campus Standards tracking	DS	DS	DS	DS	DS	DS
38							
39	<b>design team</b>	<b>schematic des</b>	<b>design dev</b>	<b>const. doc</b>	<b>bidding</b>	<b>const adm</b>	<b>warranty</b>
40	hire energy analyst, monitor contract (Jeff Madsen)	Jeff Madsen	Jeff Madsen	Jeff Madsen			
41	hire commissioning agent, monitor contract	Jeff Madsen	Jeff Madsen	Jeff Madsen	Jeff Madsen	Jeff Madsen	Jeff Madsen
42	Ryan Sisson title reports for site review	MO					
43	1-year walkthrough prior to warranty end						DS
44							
45	<b>on-site coordination</b>	<b>schematic des</b>	<b>design dev</b>	<b>const. doc</b>	<b>bidding</b>	<b>const adm</b>	<b>warranty</b>
46	house removal/demo, EWA oversight	DS	DS				
47	geotech onsite work coordination					DS	
48	Coordination with EWEB (Jeff Madsen)	Jeff Madsen	Jeff Madsen	DS	DS	DS	DS
49							
50	<b>contractor activities</b>	<b>schematic des</b>	<b>design dev</b>	<b>const. doc</b>	<b>bidding</b>	<b>const adm</b>	<b>warranty</b>
51	Pre-Construction Meeting(s)				DS	DS	
52	OAC construction meetings				DS	DS	
53	change order review & processing				DS	DS	DS
54	payment applications	DS	DS	DS	DS	DS	DS
55	1year walkthrough prior to warranty end						DS
56	RFI review and processing					DS	DS
57	Submittal review and processing					DS	DS
58	O&M review and processing					DS	DS
59							
60	<b>UO review</b>	<b>schematic des</b>	<b>design dev</b>	<b>const. doc</b>	<b>bidding</b>	<b>const adm</b>	<b>warranty</b>
61	CPC reviews/approval	MO					
62	SD distribution & review	MO					
63	DD distribution & review		DS				
64	GMP review		DS				
65	CD distribution & review			DS			
66	CA changes: inform key players (User Chair, others)			DS	DS	DS	
67	collate & track UO review comments	MO	DS	DS			
68	manage Standards substitutions	DS	DS	DS	DS	DS	DS
69	manage project documentation / history	MO	DS	DS	DS	DS	DS
70							
71	<b>schedule</b>	<b>schematic des</b>	<b>design dev</b>	<b>const. doc</b>	<b>bidding</b>	<b>const adm</b>	<b>warranty</b>
72	manage UO responses for schedule milestone	MO	DS	DS	DS	DS	DS
73							

**Core concept:** Expand on current structures and processes to create an Architectural Commission for each University of Oregon building design project, with responsibilities ranging from advising architect selection to reviewing design proposals and providing advice to the User Group.

**Summary:** This proposal explores an opportunity to improve outcomes in the design of building projects at low cost and potentially major benefit. The UO has been a leader within higher education in the empowerment of faculty, students, and staff in the design of buildings, and ensuring that projects meet the highest standards of usability and functionality. The UO processes have been criticized at times for optimizing the needs of local building users at the expense of larger institutional needs and priorities.

Whether or not there is validity in that criticism, participants in recent projects have agreed that providing design review through a peer-review panel has been very useful. This process establishes a panel consisting of the University Architect, the Architecture Department faculty advisor to the User Group, and an additional architect familiar with the UO. The peer review process has been used during schematic design and early in the design development phase on several recent projects to advise the User Group on design issues.

This proposal extends the peer review process by establishing the review team at the outset of the project to obtain their advice throughout the most critical stages of the design process

**Membership** of the Commission would consist of (with some variation on this idealized list):

1. The University Architect and Associate Vice-President for Campus Planning and Real Estate
2. The Architecture Department Advisor to the project User Group
3. One to two practicing architects familiar with the UO campus and design process

The initial trial implementation of the Commission would be project-specific. If successful, a more permanent structure could be created by providing set terms for the outside member(s). The AAA Board of Visitors could be a logical source for the outside members of the Commission.

**Participation:** The Commission would, at a minimum, be convened to advise the user group and the Campus Planning Committee (CPC) at these points in the process (this is the ideal; some variation may occur to suit individual project needs):

- in the architect hiring process, in the form of advice to the selection committee
- as building concepts emerge during the schematic design phase, in the form of advice to the User Group
- near the end of schematic design, in the form of advice to the User Group and the CPC, and
- near the middle of the design development phase, in the form of advice to the User Group.

At each of these review points, the Commission would review materials already prepared for other purposes such as User Group meetings and Campus Planning Committee reviews.



March 12, 2014

MEMORANDUM

To: Campus Planning Committee

From: Christine Taylor Thompson  
Campus Planning, Design & Construction (CPDC)

Subject: **Record** of the March 4, 2014 Campus Planning Committee Meeting

Attending: Carole Daly (Chair), Hilary Gerdes, George Hecht, Alicia Going, Michael Hahn, Richelle Krotts, Katy Lenn, Joey Lewis, Gregg Lobisser, Ron Lovinger, Chris Ramey, Bill Sherman, Ed Teague, Alex Titus

Staff: Christine Taylor Thompson (CPDC)

Guests: Tom Driscoll (Housing), Carole Dumond (neighbor), Don Dumond (neighbor), Michael Griffel (Housing), Gus Lim (Housing), David Opp-Beckman (Housing), Fred Tepfer (CPDC)

**Agenda:**

**1. University Housing Central Kitchen and Woodshop Project – Check In**

Background: The chair reviewed the purpose of the agenda item.

Staff reviewed applicable *Campus Plan* policies and patterns. She clarified that this project check-in is focused on the Sustainable Development Policy only, in particular the Advanced Energy Threshold requirements.

Michael Griffel, Housing, provided an overview of the University Housing Central Kitchen and Woodshop Project's goals and purpose. He said this project is using the design/build process.

Fred Tepfer, CPDC, described the challenge of meeting the Advanced Energy Threshold (AET) due to the highly specialized nature of the project as described in the meeting mailing. He is requesting some flexibility in meeting the requirement.

Discussion: A member reminded the design team about the importance of addressing prior site design concerns stated by the CPC, which would require appropriate expertise on the design team. David Opp-Beckman, Housing, said all needs were considered during the design team selection process. The selected design team

**CAMPUS PLANNING, DESIGN & CONSTRUCTION**

includes a well-qualified professional landscape architecture firm. Staff added that the committee's prior comments from Meeting One would be provided when the project comes back to the committee for design review.

In response to a member's question, staff explained that the current policy is very specific – there is no option for flexibility.

In general, members accepted the need for some flexibility in meeting the AET in this unique circumstance. They clarified that the project team should come back to the CPC after more is known about the projected energy use. It will be very important to clearly demonstrate why it is not possible to meet the AET and then justify the proposed lower AET level.

Members discussed possible ways to determine the appropriate alternate target. The AET requires projects to be 35% more efficient than the Oregon Energy Code requirements. Fred suggested using 20% as the baseline, which is the SEED requirement.

A member noted that costs associated with implementation of the AET were carefully studied at the time of adoption to determine the appropriate level. The change in the Oregon Code for kitchen facilities was not known at the time; therefore, the current problem was not anticipated. The appropriate AET level should be tied to an appropriate cost.

A member asked if it was possible to integrate the kitchen project into the upcoming residence hall project to eliminate the problem encountered by a highly specific building type. Michael said the project site cannot accommodate a larger project and the timing of the next residence hall project does not coincide with the kitchen project. Another member suggested integrating the next residence hall project into the energy modeling. In other words, model a Global Scholars-type project with the kitchen project to determine how much one could lower the AET for the kitchen while still achieving the 35% AET overall. Another member expressed support for any district planning, not just for energy use but for broader land-use purposes. A member noted that the underlying premise of the OMSD is district-wide thinking – the policy requires a net zero increase in energy use by improving other campus buildings. Perhaps it would be possible to establish an AET for a larger campus district. Staff noted that *Campus Plan* policies are implemented and met on a project-by-project basis. Building retrofits required to meet the net zero increase in energy use requirement must be funded and implemented as part of the current project. If, however, a current project is dependent on a future phase or future project to make up for a lower AET, it would be very challenging to ensure that it happens. Also, this would make future projects pay for current project deficiencies.

A member suggested the following approach to determine the appropriate adjusted AET level:

1. Ask the project to come back to the CPC with a possible achievable range, 20% being the absolute minimum. Include an assessment of associated costs

- necessary to meet the 35% AET.
2. Model the energy use of the kitchen project integrated into a theoretical larger residence hall building to see if it is possible to meet the 35% AET for the total building.
  3. Compare the projected energy use of the new kitchen to the energy savings resulting from the decommissioning of the existing kitchen facilities.

Action: No formal action was requested. The committee's suggestions and comments will be taken into consideration as the project moves forward for further review.

## **2. Campus Plan Amendments to Policy 10: Sustainable Development, Oregon Model for Sustainable Development – Initial Discussion**

Background: Staff reviewed the intent of the proposed *Campus Plan* amendments as described in the meeting mailing (and in prior agenda item). Staff explained that this was the first step in the amendment process and asked for initial feedback. The proposed amendments will be refined and brought back to the committee for further review. In addition, the CPC will hold a public hearing prior to taking action. This review and approval process will be coordinated with the timing of the University Housing Central Kitchen and Woodshop Project.

Regarding proposed amendment #4 ("When is the LEED Gold requirement triggered?"), Fred explained that the Commercial Interiors LEED rating system does not have the same points system as the New Construction LEED rating system, making LEED Gold more challenging to achieve in some cases. For example, there are not as many points addressing energy conservation.

Discussion: Members agreed with the plan to move forward with the process to initiate the amendment process. They provided the following comments regarding the initial draft amendments:

Proposed amendment #1. When is the OMSD Triggered?

- Replace the reference to a "SEED Class 1" project with a clear definition of the project type (e.g., new buildings, additions, or renovations of 10,000 square feet or more of heated or cooled floor area).
- Clarify the meaning of "associated landscapes" (e.g., within the LEED boundary, within the project boundary?).

Proposed amendment #2. Is there a difference between "all development" and "new development?"

- Clarify the meaning of "associated landscapes" (e.g., within the LEED boundary, within the project boundary?).



Proposed amendment #3. What happens when there is a highly unique circumstance that affects a project's ability to meet the AET?

- Remove the reference to "unforeseen." Require the project to demonstrate that the circumstance is highly unique but not unforeseen.
- Consider ways to define more clearly what method is required to justify a requested AET adjustment.
- Clarify what is meant by the requirement to demonstrate that "the overall intent of the OMSD is still met." Clarify that it is referring to the other energy requirements, in particular the net zero increase in energy use. Determine the need for this statement since an AET adjustment would not affect the need to comply with other policy requirements.

Proposed amendment #4. When is the LEED Gold requirement triggered?

- Consider expanding the proposed amendments to reassess the LEED certification requirement in order to provide some flexibility for small non-public spaces, for example, the upcoming Woodshop Project. Perhaps some projects should not be required to obtain certification?

Action: No formal action was requested. The committee's comments will be considered as the amendment process moves forward.

Please contact this office if you have questions.

cc. Steven Asbury, Fairmount Neighbors  
Camilla Bayliss, Fairmount Neighbors  
Martine Bill, CPDC  
Gwen Bolden, Parking and Transportation  
Carolyn Burke, Eugene Planning  
Joe DeCarlo, Campus Operations  
Darin Dehle, CPDC  
Sam Dotters-Katz, ASUO  
Tom Driscoll, Housing  
Don Dumond, Neighbor  
Michael Griffel, Housing  
Terri Harding, Eugene Planning  
Dave Hubin, President's Office  
Karen Hyatt, Community Relations  
Carolyn McDermed, UOPD  
Garrick Mishaga, Campus Operations  
David Opp-Beckman, Housing  
David Sonnichsen, Fairmount Neighbors  
Fred Tepfer, CPDC

# UO Housing Central Kitchen and Woodshop

## Proposed Policy and Standards Deviations

13 March 2014

A. Scope Modifications		Associated Costs
1	Delete new woodshop from site build-out. Woodshop functions to be located to an existing building on campus, location and build-out requirements TBD. Master plan site to allow for future build-out of woodshop	\$400,000
2	Delete administration functions (open office, catering office, tasting room) from site build-out. Functions to remain in current location. Master plan site to allow for future build-out of functions.	\$200,000
3	Delete raised loading dock. Provide movable lift for loading of Housing vans.	\$18,000
4	Delete surface improvements to alley, or change surface from concrete paving to asphalt paving (considered as "temporary surfacing" by City); to be confirmed with City.	\$10K - \$46K
B. Program Statement Deviations		Associated Costs
1	Change kitchen area walls finishes from stainless steel to painted plywood	\$14,000
2	Change tasting room casework to OF/OI	\$3,600
4	Delete requirement for lighting to be LED. Note: there may be impacts to cooling load in building	\$15,000
6	Delete emergency generator. Provide inverter for emergency lighting and docking station.	\$21,000
7	Remove EWEB charges from D/B scope	\$100,000
8	Remove steam kitchen equipment; eliminates boiler and requires new OF/CI kettles (replacement costs for kettles included)	\$40,000
9	Delete insulated floors at coolers. Energy payback should be analyzed	\$25,000
10	Delete requirement to vegetatively pre-treat roof stormwater runoff on site (as was requested during last D/B process); treat existing surfaces off site via less expensive facility types (i.e. swales instead of rain gardens)	
11	Review alternate options for truck access to site. Can all traffic be directed away from alley use? Eliminates need to widen/improve driveway apron at the north end of alley.	
C. UO Policy Deviations		Associated Costs
1	Eliminate requirement to meet Advanced Energy Threshold; target of 20% energy efficiency only (SEED)	\$350,000
2	Eliminate requirement for LEED certification; go "equivalency" route only	\$60,000
3	Delete "energy dashboard" requirement	\$10,000
4	Delete East Campus Open Space Improvement requirement	\$15,000
D. UO Construction Standards Deviations		Associated Costs
1	Change to non-UO standard electrical switchgear	\$246,000
2	Aluminum feeder conductors	\$4,000
3	MC cable for lighting and branch circuits	\$4,000
4	Remove steam kitchen equipment; eliminates boiler but does not include cost for replacement equipment	\$70,000
5	Change type of irrigation controller to less programmable type	
6	Change roof insulation from R-30 to R-21	\$28,000
7	Delete ceramic tile at restrooms	\$20,000
8	Change window coverings from roller shades to louver blinds	\$5,000
E. UO Approved Changes		Associated Costs
1	Change staff lockers to OF/OI	
2	Change Woodshop mechanical to radiant heat only	\$35,000
3	Use PEX for water distribution drops in walls	\$22,000
4	Reduce size of coolers and freezers by eliminating forklift access	
5	Delete thaw cooler	
6	Delete receiving cooler	
7	Reduce program area; recipe scaling, layout, chef offices, janitor room, etc.	
8	Eliminate rack washer	
9	Reduce number of overhead doors	









