

# MEETING MINUTES

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**Date:** October 13, 2015  
**From:** Joshua Checkis  
**cc:** Jesse Smith, Mario LaMorticella, James Thomas,  
 Mitch Dec

**Project Name:** UO Bach Festival Addition  
**Project Number:** 02.15.P0216  
**Subject:** Pre-SD MEP Meeting

|                                |                             |                               |  |
|--------------------------------|-----------------------------|-------------------------------|--|
| <b>Meeting Date/Time:</b>      | October 13, 2015 / 12:00 pm | <b>Meeting Location:</b>      |  |
| <b>Next Meeting Date/Time:</b> |                             | <b>Next Meeting Location:</b> |  |

**Distribution/Attendance:** (persons shown in bold were present)

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| # | ACTION REQUIRED BY | DUE DATE | ISSUES/ACTIONS  |
|---|--------------------|----------|---|
| 1 |                    |          | The project will use Target Value Process which is a design build concept that breaks the overall budget apart by discipline/trade. Dollars can be traded between each bucket of money to stay on budget overall.       |
| 2 |                    |          | Construction Budget is 6.2 million.   |
| 3 |                    |          | Project Area: ~ 11,000 sq ft  |
| 4 |                    |          | Project shall comply with OMSD (Oregon model for Sustainability Development) requirements.  |
| 5 |                    |          | Performance Hall Description: ~35' tall, with ~100 occupants and ~30 presenters. MEP design to accommodate for recording conditions.  |
| 6 |                    |          | Board Room Description: designed for possible performances, flexible function.  |
| 7 |                    |          | Design Team Action Item: It was noted by UO and Hacker the importance of the acoustical noise criteria for the performance hall and board room. The design will accommodate acoustical goals published for the project. |
| 8 |                    |          | Building is not physically connected to any adjacent building, it is stand alone.   |

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|----|--------------------|----------|--|
| 9  | Glumac             |          | Main utility tunnel runs near the building.<br>a. Glumac to provide estimated building load to UO campus facilities for their review of existing campus system available capacity.   |
| 10 | Glumac             |          | Provide MEP options in matrix style upon start of SD phase of project. Systems will breakdown between utilization of the (E) campus central system or providing stand alone systems.   |
| 11 | Glumac & UO        |          | There will be specific rooms with special temperature & humidity requirements for storage of musical instruments. UO to provide list of instruments and Glumac to provide system options.  |
| 12 |                    |          | Rooftop Equipment (if utilized) will require special attention to views and acoustical implications if utilized.   |
| 13 |                    |          | UO standard dashboard provider is LUCID. This is an option for LEED innovation and design credit but is not required for the project.  |
| 14 |                    |          | It was noted by UO that metering of MEP systems shall be per campus standards.   |
| 15 |                    |          | It was noted by UO that a Lutron Lighting System will not be utilized for this project.  |
| 16 |                    |          | It was noted by UO that a tunnel extension for the central utility services is not required for this small project. If the central campus utilities are used, routing the services in an utilidor or using a direct buried option is acceptable. |
| 17 | Glumac             |          | It was noted by UO that there may be opportunity to utilize an (E) mechanical room in the adjacent building for the hydronic scope. Glumac to investigate this option after receiving as-builts.   |
| 18 |                    |          | Glumac proposed an option for under floor displacement ventilation for the performance hall with a possible separate system serving the stage based on the load difference.  |
| 19 |                    |          | UO noted the importance of maintaining control of the performance hall temperatures during an event.   |
| 20 | Glumac             |          | Schedule site visit upon start of SD.  |
| 21 | UO                 |          | Provide full as-builts of all relevant adjacent buildings and site utilities to design team.   |

These meeting minutes reflect our understanding of the issues discussed. This will act as the project record unless the sender of these minutes is notified within 3 days of the issue date.