UO Design Phase Requirements - Overview

This document **OUTLINES** required design deliverables per discipline for each design phase as referenced in the Consultant Contract. Design Teams should confirm deliverable expectations with UO Owner's Representative based on complexity of the project.

Drawings/Documents/Disciplines	Programming &	DESIGN TEAM - UO Specific Prog & Concept	SD Expected	DESIGN TEAM - UO Specific SD (LOD 200)	DD Expected	DESIGN TEAM - UO Specific DD (LOD 300)	CD Expected	DESIGN TEAM - UO Specific CD (LOD 350)	DESIGN TEAM - UO Specific CA and Closeout
CONTRACT DELIVERABLES	Concept		Documents		Documents		Documents	Electronic files of all published drawing sets and BIM files.	
NARRATIVE	V	A narrative report that discusses the entire program and associated conceptual design including the operational, functional and aesthetic needs of the Project, resulting in a written document describing the space requirements, the proximity relationships, the daily and weekly scheduling relationships. This document will address elements such as structural systems strategies, lighting, thermal comfort, technology, equipment, electrical power, and acoustical needs.	✓	Narrative Summary of the schematic design, including brief descriptions of each component (e.g., site design, structural, mechanical, and electrical systems, etc.);	~		✓	,	Provide a white paper to the Owner prior to occupancy including narrative of the project scope and illustrative guide for how things work including but not limited to, building features, design intent, interfaces and interactions with light switches, occupancy sensory, heating/cooling, trash/recycling, LEED components, furniture, equipment, etc.
SPACE PLAN	~	A space table or spreadsheet that lists space needs by net area and increases this to a total building requirement of gross area. Include space requirements for mechanical, electrical, and plumbing systems to the extent that these can be predicted.	<u>~</u>	Update space table and spreadsheet based upon current drawings.	<u>~</u>	Update space table and spreadsheet based upon current drawings.			
DESIGN STANDARDS DEVIATIONS		A description of proposed deviations from the Campus Design standards with information to Owner as to why these deviations are recommended. Record for distribution all deviation proposals, approvals and rejections. Continue recording into subsequent phases of design.	✓		~	Specifications to conform to materials and standards set in UO Campus Construction Standards		Complete specification for all divisions and trades, including draft front end documents.	
SCHEDULE		Initial design and construction duration schedule.	✓	Project schedule	~		~	Schedule of proposed movable equipment that is NOT indicated on documents. Finish schedules. Door and hardware schedules. Schedule of lab fixtures (turrets, etc.), if applicable.	
COST SUMMARY	☑		<u>~</u>	Reconciled Cost estimate and summary of strategies used to balance the	<u> </u>		<u> </u>	(
GEOTECH REPORT			~	cost with the budget Required at SD					
LAYDOWN DIAGRAM	H H			Troughton at 05	✓	Required at DD	▽		
CONSTRUCTION PHASING AND			H		✓	Recommendations for construction phasing to ensure continued operation of	✓	Identification of construction phasing, including temporary requirements	
SEQUENCING PLAN LEED			✓	LEED Scorecard Energy code support information required for LEED – code year and	<u> </u>	Owner's activities Provide support documentation for development of Sustainability Plan, including LEED scorecard	■	during each phase of construction. • LEED updated scorecard and specification	
SPECIFICATIONS			~	version of LEED - scorecard • Full Table of contents of proposed specifications • Prepare an Outline Specification with Project Description, outline basic interior and exterior construction and materials, include MEP outline specification. MEP BOD - LEED Requirements	~	LEED updated scorecard and specification 50DD draft specifications must include project specific information 100DD: Sequence of Operations (SOO) outline, Cx Plan,		50CD: SOO final, COM Check (energy code check), Lighting/mechanica QA/QC, requirement for Flushing plans Coordinate with OR for front-end documents for bid projects	i,
GENERAL.			☑	THE GOD CLEED REQUIREMENTS		An up-date of the Fire and Life Safety requirements resulting from design development phase meetings with the AHJ, including draft language for Alternative Means and Methods applications that will be needed to obtain a building permit		Include code required maximum allowable number of people in each room	
○ CIVIL	-	A site plan detailing the project boundaries, and any applicable building massing, open space improvements, high-level landscaping, site utilities, blike and vehicular parking, and other viable patterns contained within the UO Campus Plan.		Parking and site logistics Bike parking locations Loading dock location Trash/Recycling locations Soil remediation, if needed Site lighting layout concept Stormwater Management Strategy/Concept Underground Utility Requirements Existing tunnel and vault locations Proposed new tunnel locations, and Access Points		Vehicle and pedestrian traffic controls, as needed. Underground utility calculations Utility plans, elevations, and details for tunnels Extent of construction area. Construction site access. Staging area.		50%CD - Construction signage. 50% CD - Area traffic plan, if existing roads / walks are impacted.	
LANDSCAPING		Existing major landscape elements. New and existing pedestrian pathways.	-	Existing plants to remain (including significant trees) Bike Parking Locations Trash/Recycling Locations E-phone locations		Existing & new irrigation zones Protection for existing trees and significant plantings during construction. Plans for site structures and enclosures, including layout and dimensions. -Maintaining irrigation to trees, flower beds, landscaping during construction.			
STRUCTURAL						Mechanical and electrical house keeping pads.		All requirements for special inspections and materials testing for structural elements. Can be part of structural calculations package	
DEMOLITION						Demo plans at unique features			
ARCHITECTURAL		Diagrammatic Floor plans that reflect the programs and relationships to each other within the building. Floor plans that reflect the relationships to adjacent university building.		Include spaces outlined in Design Standards, equipment room, janitor closets, lactation rooms as applicable Preliminary layout of major spaces with fixed equipment Reflected ceiling plan - listed below in drawings		For 50% DD Preliminary door schedules - Door and hardware schedules for Lock Shop coordination Preliminary Signage package Furniture and equipment layouts showing proposed location, size, and configuration of all furniture and equipment in the Project; Coordinate Owner Furnished furniture and equipment [Furniture and equipment outline specification, cut sheets, and preliminary budget estimate.] Fixed seating, Defined seating, Defined seating, serving, and kitchen facilities. Details of fixed equipment Outline specifications indicating features of major equipment as well as component materials (ex: welded schedule 40 steel pipe', etc.) with same section numbering as final specification. RCP coordinated with MEP For 100% DD Room numbering as final specification. Fully filled out draft Door schedule; with coordinated building systems such as access controls, security, and fire alarm contacts identified. Fully filled out draft Door hardware schedule & specifications identifying anticipated products. Finish schedule & plans; with intended types of finish for each space. Finish specifications; with proposed product options. Reflected Ceiling Plans with coordinated equipment and devices.		Sections and details Description of controls and fixtures. Confirm Owner Furnished furniture and equipment. Confirm contractor or owner install	Construction Administration Phase - Upon completion of the Work, the Architect shall, at no additional cos to the Owner, update electronic drawings and submit the appropriate digital files as follows: - One complete, full-size (no larger than 30" x 42"), digital drawing set reflecting significant changes in the Work made during construction based on marked-up prints, drawings and other data furnished by the CMGC to the Architect. - One complete, reproducible set of electronic drawing files, compatible with recent version of Revit, including full BIM model if BIM software is used. - One complete Binders containing samples of proposed interior finish and color-index of AutoCAD files and drawing layers. - One complete before the discount of the completion of the Construction Plase (Book Plans) of the Project in the Owner's format for administrative and space record keeping. - Post-Construction Phase. Upon substantial completion of the Construction Administration Phase and continuing thereafter as necessary, the Architect shall: - During the 12-month period after occupancy of the project, participat with the Owner and Owner's consultants in a quarterly (seasonal) onsite review of the project to review system operating data including metering, trend logs, instantaneous flow measurements, and other information to ensure that the building mechanical and electrical systems are operating consistently with the design intent. Compare performance data to assumptions used during design, Identify control adjustments and other minor changes that would substantially reduce energy consumption or otherwise enhance system performance
FIRE PROTECTION				One-line diagrams for each plumbing system and other materials as required describing the fundamental design concept for all fire protection systems. Peport documenting adequacy of utility system, flow, etc. Location of connections to utilities Location of fire pump and controller	•	Wall types, fire ratings, and smoke control zones. Indication of typical locations of fire dampers, smoke dampers, and combination fire / smoke dampers. Mechanical and electrical smoke control schemes. Location of test headers and fire department connections. Preliminary piping plans. Enlarged preliminary floor plans of mechanical rooms with all components and required service areas drawn to scale. Fire pump sizing calculations and devices when applicable. RCP coordinated with MEP		95% CD Detailed Fire Alarm panel, device, and appliance location plans includin duct detectors, fire/smoke dampers, sprinkler flow and tamper switches, monitor and control modules, door hold-opens, door lock releases, etc. Strobe light candela ratings. General notes on conduit and wire sizes. Details of connections to HVAC, fire pump, fire suppression, door hold-open, and door lock systems. Detailed sequence of operations. Fire protection service entrance details. Fire protection plans (including header and riser layout) with indication or any required service access areas. Detailed piping design with all major pipe sizes indicated. Location of all sprinkler zone valve and drain connections. Zoning extents, for areas where the contractor will size the piping. Typical sprinkler installation details, including structural support requirements. Penetration and sleeve details.	g

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PLUMBING 99			•Existing condition and capacity verification (re-use)		100% DD Design criteria for each system including set points, water quality levels, etc. Preliminary piping plans (domestic & process) with indication of required service access areas. Enlarged preliminary floor plans of mechanical rooms with all components and required service areas drawn to scale. Meter locations and types. Back flow prevention locations. RCP coordinated with MEP		Detailed piping design with all pipe sizes indicated. Typical plumbing details, including structural support requirements. Water heating piping details. Penetration and sleeve details. Design calculations. (May not be required; project decision.) Water riser diagram, including assumed fixture counts per floor connection. (May not be required for 1 to 2 story buildings; project decision.) Pressure Pipe riser diagrams (Clean Dry Air (CDA), Reverse Osmosis (RO), etc). Waste and vent riser diagrams including assumed fixture counts per floor connection. (May not be required for 1 to 2 story buildings; project decision.) Foundation drains; unless identified in Architectural.	
▼ MECHANICAL 109		•	Indication of the amount of redundancy for all major pieces of mechanical equipment. Ex: 2 pumps with 100% capacity each, etc. Major equipment locations General layout of mechanical rooms Strategy for HVAC zoning and typical individual space zoning. Ex: VAV boxes per office = x, etc. Special occupancy zones if any -dimensional clear maintenance space to be maintained at all service points on fan coil units, filter banks, motor locations, dampers, etc shall be graphically shown. Riser and shaft locations -One-line diagrams for each air, hydronic, steam, condensate, and all other HVAC related systems, and other materials as required to describe the fundamental design concept for all mechanical systems. Air intake and discharge locations for major systems -Dimensioned 3 dimensional3-dimensional clear maintenance space to be maintained at all service points on fan coil units, filter banks, motor locations, dampers, etc shall be graphically shown. Existing condition and capacity verification (re-use) -PDF sketch/overlay on architectural of basic routing and equipment layout. -Shaft locations and OA/Exhaust penetrations -Update BOD -Main utility connections and pathways -Demo/Salvage Plans Equipment sales brocure		Progressively updated one-line diagrams for mechanical systems design(s), proposed major mechanical equipment selections, mechanical room layouts, proposed plumbing fixtures 50% DD Preliminary equipment schedules Piping and ductwork routing on plans Actual sizing of duct/piping shown and called out Riser diagrams Utility connection details Specification draft w/BoD systems and manufacturer Equipment sizing/Layout Zoning Plan Development of Alternates Mechanical space layout and size 100% DD Overall HVAC equipment layout indicating air handlers, exhaust fans, duct risers, and duct mains. Plans indicating shaft, chase, and soffit requirements. Identify pieces of equipment that are recessed and that will make access difficult. Duct layout for typical spaces. Variable Frequency Drives (VFD) for HVAC description and locations. All ducts 12" or greater in any dimension to be shown graphically full size Piping connection details and components EACH SECTION: Identified previous markup responses	•	50% CD - Fully developed specs - Developed details and enlarged plans - P&ID Control Drawings - SOO's - Thermostat locations 95% CD - Heat gain/loss and HVAC system design calculations; - Detailed and enlarged floor plans of mechanical rooms with all components and required service areas drawn to scale Enlarged cross-sections through mechanical rooms and areas where there are installation / coordination issues (tight space, zoning of utilities, etc.). Indicate required service access areas Detailed layout of mechanical rooms with sections both ways - 3-dimensional clear maintenance space to be maintained at all service points on fan coil units, filter banks, motor locations, dampers, etc shall be graphically shown Floor plans with all components and required service access areas drawn to scale On the plans, indicate ducts sizes and air flow quantities relative to each room, including CFM in and out of all doors Indicate location of control panels Detailed piping and duct design with all sizes indicated Duct construction schedule indicating materials and pressure class for each duct system; either on drawings or in specifications All ducts in any dimension to be shown graphically full size - Outside air room schedule	
▼ ELECTRICAL 123		i	Fixture, lamp, and controls descriptions. Dimming, daylighting, and low voltage control zones. General photometric levels Site electrical layout. Single line power diagram. Exterior equipment/pad locations. Substation, generator, and electrical room locations. Equipment layout, based upon the one-line diagram, for all electrical rooms. Electrical symbols legend General drawing notes Preliminary interior lighting plans. Preliminary outdoor lighting plans. Existing condition and capacity verification (re-use).		50% DD Preliminary equipment schedules 100% DD One-line diagrams for electrical systems design(s), proposed light fixtures, electrical room layouts Riser diagrams for grounding, fire alarm, security, technology. Manhole, duct bank, and building entry plans and details. Panel schedules and locations on plans. Mechanical equipment to be shown on the panel schedules with loads indicated on mechanical schedules. All electrical equipment location on plans. All electrical outlet devices shown on plans. Lighting driver and panel locations. Lighting driver and panel locations. Outdoor lighting and control plans. Fixture types, schedules, and cut sheets.	•	-50% CD - Preliminary coordination study. 95% - Electrical and lighting system design calculations - Coordination study. - Standby and emergency power system plans, controls, and details Connections to other building systems, including fire alarm and HVAC systems. - Notes identifying locations of separate and shared neutrals COM check - lighting - Energy model - Final lighting cut sheets - include in narrative	Provide COMCheck docs to UO.
138 FIRE ALARM	•		Fire Alarm system description. Fire Alarm panel / subpanel locations. Preliminary Fire Alarm device and appliance location plans.		,		•Connection to fire alarm and campus control systems.	
143 TECHNOLOGY			resimilary reconstruction device and applicance location plans.					
▼ TELECOMMUNICATIONS 144					Preliminary Data location for AVS coordination Preliminary AV (if applicable) location for AVS coordination Confirm Owner Furnished scope All data outlet devices shown on plans. (coordinate with equipment, lab equipment, office furniture for data needs)			
SECURITY/ACCESS CONTROL 151			System descriptions. Panel locations.		Preliminary camera and door access control location for FASS IT coordination Riser diagrams. Equipment location plans. Security office layout, if applicable. Card access control equipment closet layout and elevations.		-Detailed equipment location plansEquipment schedulesConcealed and exposed racewaysWiring diagramsInstallation details.	
→ AUDIOVISUAL			System descriptions. Panel locations. confirm if AVS will layout and specify the AV scope		Preliminary Data location for AVS coordination Preliminary AV location for AVS coordination Riser diagrams. Equipment descriptions. AV equipment location plans. Clock and other equipment location plans.		Detailed Equipment location plans. Equipment schedules. Wiring diagrams. Installation details including cabinets, hangers, and connection boxes.	
* UTILITIES	•		Included in BOD		Tunnel Addition/layout Meter identification and shown on one-lines and details		50 CD • Final tunnel design and meter detail 95 CD • Waterproofing details for vault/tunnel	
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