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**Topic:** Building Committee Meeting & MEP Review  
**Present:** See attached Attendance Sheet

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1. **Review of CMU Schematic Architectural Design Comments:** Central Michigan University forwarded a summary of schematic design review comments for the Design Team's use prior to the Building Committee meeting. This summary, dated July 26, 2006, was issued in response to the Design Team's request for clarification.
2. **Review Opinion of Probable Cost:** DSA presented a revised Project Cost Summary dated July 26, 2006. The estimated construction cost was \$34.6 million and the total project cost was estimated at \$50.1 million. Based upon current plans, CMU authorizes the Design Team to proceed with design of a project having an estimated construction cost of between \$34.6 and \$35.5 million dollars.
  - a. This revised estimate includes a 5% inflation number on 'Reservations' or Owner costs, a revised cost per lineal foot for the proposed tunnel expansion, inclusion of the tunnel in the building costs, and the removal of previously indicated 'kitchen equipment'.
  - b. The University expressed concern over the management of 'soft' costs. The Design Team notes that while a significant percentage of costs may be currently carried in contingencies, these monies are not unutilized. At a schematic level estimate many of the systems remain undeveloped and therefore significant allowances must be made to cover future and inevitable detail. Short of 'padding' known numbers, the current cost summary accommodates these project variables through contingencies and allowances.
  - c. The Design Team will continue to work with the CMU to develop a project that meets budget requirements.
  - d. Project permit fees should be covered by the General Contractor unless it is more efficient to pay for these permits in advance of awarding the general contract; For example, fees payable to the State of Michigan for the Office of Fire Safety review are often paid in advance of the contract award in an effort to expedite receipt of an approved set of documents.
3. **Review Design Development Schedule:** DSA presented a summary of the current project schedule. Based upon input from the user groups, it is reasonable to assert that some programming and schematic level design issues remain outstanding even as we are currently scheduled to be approximately 25% complete with Design Development. Given our current understanding of the project status, DSA believes that the project is currently 4 weeks behind schedule.
  - a. DSA will present an updated project schedule and agenda meeting schedule at the next regularly scheduled Building Committee meeting.
  - b. Based upon input received during the user group meetings, DSA will provide CMU with revised sketches for departmental plans by Tuesday August 1, 2006. Following approval of these sketches, DSA will development final Design Development plans for use by the Design Team. It is estimated that these plans will be available by August 8, 2006. DSA will present these revised plans to the Building Committee at their next regularly scheduled meeting for approval.



4. **Review Outstanding Items – User Group Meetings:** Following the most recent user group meetings a number of departmental configurations required additional study. The following areas will be resubmitted to CMU for review and comment: CSS, The Centers, The Dean's Office, Reading clinic, and Technical Operations.
  - a. General hoteling space for temporary or grant funded programs will not be required.
  - b. The Design Team should not accommodate the MATR program within the proposed project. This program may be housed elsewhere on campus.
  - c. Mailrooms, workrooms, and general storage requirements remain outstanding for many of the departments. Currently each department has differing requests / requirements. CMU will work with individual departments to assist the Design Team.
  - d. DSA will provide a basic office kitchen within each department. The kitchen should consist of a sink, microwave, refrigerator, and coffee maker. DSA will standardize these layouts as practical.
  - e. DSA will forward CAD backgrounds for CMU's use in developing furniture layouts.
  - f. CMU verbally authorized proceeding with the design of a natural form playscape. An additional service for this element has been requested by DSA.
5. **M|E|P Update:** Refer to separate summary.
6. **Next Meeting.** The next meeting will be Thursday, August 10, 2006 at 1pm in the Mt. Pleasant Room at the University Center.

The above represents the items discussed and conclusions reached. If there are any required clarifications please contact the undersigned.

Andrew J. Hetletvedt, AIA

Distribution: Meeting attendees  
Central Michigan University distribution file  
DSA project file