

Volume I- Introduction and Principles

A. Overview

As an internationally recognized institution of higher education, the University's mission is to produce a caliber of teaching and research that regularly leads to advances in fields such as medicine, biology, physics, economics, critical theory and public policy. Facilities Services (FS) supports that mission through efforts to maintain and enhance the University campus and environment and provide superior client service to the campus community including faculty, students, staff, neighbors and visitors.

The **Facility Standards (FS)**² document is a performance-based guideline developed to ensure that each project meets the following goals:

- Enrich the identity and purpose of the University
- Learn from our past while being open to rigorous exploration of new ideas
- Respond to the best interests of each particular project
- Promote design excellence
- Consider operational requirements at design inception

1. Guideline Compliance

These standards are intended to guide Consultants and others providing design, engineering and construction services for the University of Chicago. The standards are intended to summarize information that is unique to the University of Chicago either by the specialized nature of the facility or by the requirements of the University in integrating stewardship, design, construction, operations, and maintenance.

These standards are to be followed in addition to all required codes and regulations with which the design must conform. It is recognized that these standards are not universally applicable to every project. These standards do not replace professional design and engineering analyses and may not be used directly as contract specifications. The Consultant shall typically conduct independent evaluations; discuss alternatives and recommendations with the University's FS Project Manager and other appropriate FS personnel. Where these standards are in conflict with applicable laws, rules, regulations, codes, and/ or orders, judgments or decrees of Federal, State, Department, City or Local Governments or other applicable governmental authority (laws), the laws shall take precedence. Similarly, to the extent these standards conflict with the agreement entered into between the University and

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the Consultant (Agreement) or the contract documents as defined by the Agreement, the terms of the Agreement or the contract documents shall govern. In this case, as with all exceptions from the **(FS)**² document, deviations must be formally identified and approved by the FS Project Manager in writing prior to implementation.

2. Process

These standards are organized to follow the Design and Construction process (pre-design to project close-out). Supporting documents and departmental reference documents are organized by resource, sequence, and systems if applicable.

The standards are to be used as a tool by the contracted Consultant but are not meant to substitute for optimum design solutions. The standards constitute minimum requirements which represent the starting point from which the consultants are expected to reach their own determinations. These standards address areas where the University has specific requirements or where certain materials or systems have been selected to ensure campus-wide consistency. They allow the contracted Consultant to introduce alternative or improved concepts, methods and products.

These standards support the University's reputation as a leader in promoting state-of-the art design and engineering solutions within the industry. The Consultant should resolve all proposed "experimental" or "innovative" materials or systems within the Design Development phase of the project. The schedule will reflect the tools, testing, metrics and communications necessary to assure the life-cycle performance of the building, system or architectural feature.

Consultants are to become familiar with and are responsible for all sections of the **(FS)**² document, and are to incorporate the appropriate information early in the design and construction process. The University's vision on sustainability and universal access are also included in the **(FS)**² document.

B. Economic Impact Program

The University of Chicago has a strong commitment to the consideration and use of certified Minority Business Enterprises, Women-Owned Business Enterprises, and Disadvantaged Business Enterprises (M/W/DBE) to the greatest extent possible, consistent with University procedures and guidelines. As a community partner, the University embraces an ongoing dialogue to ensure positive involvement with the community.

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1. Economic Impact

As part of Facilities Services, the Economic Impact unit is responsible for contract compliance as well as the support of new vendors for Facilities Services. The unit works closely with Procurement and campus project teams; networks extensively with vendors, community-based organizations, and trade organizations to expand the University vendor pool. The unit strongly encourages vendors to apply these goals to all subcontracting tiers, suppliers, and consultants hired or retained by the vendor in performance of any work for Facilities Services. Successful projects aim to exceed participation targets.

2. Procurement

The Procurement unit is the local business center for Facilities Services. The primary purpose of the unit is to provide guidance and compliance review services to all Facilities Services units, as well as other University units outside Facilities involved in operations, building and grounds maintenance, and capital improvements to the University. The FS Procurement unit facilitates, approves, and processes all external purchase requests from Facilities Services employees, including commodities, professional services, and construction contracts.

C. Civic Engagement

1. The Community

The University of Chicago is an intellectual destination and an economic engine in the region and constitutes one of the largest private employers in Chicago as well as being the largest single employer on Chicago's South Side. As such, the University is committed to enhancing the quality of life in local neighborhoods by working with community-based organizations to improve area housing, retail, parks, and public facilities. The University's Office of Civic Engagement (OCE) will assist the Facilities Services department and project teams in facilitating community engagement.

The OCE serves as a liaison between the University and the City of Chicago, Municipal Agencies, local Aldermanic Offices, and the broader community. OCE also partners with Facilities Services in addressing neighbor and community-related issues throughout the project development and construction processes as needed. In conjunction with OCE, the FS Project Manager will assist the Consultant and project team members in all community engagement issues as they arise throughout the project phases.

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D. Stewardship and Heritage Resources

1. Heritage Resources Strategy

The Heritage Resources Strategy (HRS) has been created to document and assess the campus and provide the University with a framework to aid in planning and decision making to meet both near and long term needs. This framework will support the understanding of the interdependency between complex and sometimes competing issues which factor into the decision process. It also defines the appropriate collateral decisions to document, relocate, or alter facility programming and planning.

2. Historic and Cultural Significance

Questions to preserve, restore, renovate or repurpose are significant in the planning and design process. Potential historic and cultural significance should to be evaluated alongside meeting campus needs. True historical and cultural significance may be memorialized either in active use, protection in place or by recording the impact of the notable history of quality architectural and academic achievements.

E. Sustainability

1. Sustainability Plan

The University has committed itself to a holistic implementation of goals through the Strategic Sustainability Plan. The University has developed the **(FS)**² sustainability guidelines for all future facility projects according to this plan. At the University, “sustainable buildings” refer to buildings that use energy, water, and other resources efficiently while providing a safe and productive indoor environment.

2. Guidelines

These guidelines outline an integrated or “whole building” design approach. The process steps are identified to set performance goals and to ensure that decisions are made in a collaborative and informed manner. The maximum benefits to these efforts can be achieved when sustainability is considered in the early phases of the project delivery process.

Generally, the University expects that every project preliminarily examine ways to implement sustainable features and incorporate a LEED checklist compliant design review into the beginning of the design process. Larger projects (new buildings over \$5 million in construction costs) must achieve a minimum of LEED Silver certification. The University

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will determine, on a case by case basis, if higher levels of LEED certification are feasible and appropriate.

F. Accessibility

1. Intent

The University of Chicago is committed to the best practices of accessibility and universal design in the design, construction, alteration and repair of spaces for use or occupancy by University faculty, other academic personnel, students, staff and the public. Here accessibility is meant in the broader sense associated with the concept of “universal design”, including access for both the able-bodied and physically disabled.

In support of this commitment, these standards establish requirements that in some cases provide for greater accessibility and ease of use than the requirements of federal, state and local regulations. In the event of differences regarding requirements and standards, the Consultant will be expected to review the best accessibility application for the project with the University.

Each project phase will also include initiatives intended to increase compliance with accessibility requirements and objectives by integrating quality assurance measures into the project- beginning with the programming and design process through project closeout. Verification and measurement of completed work will be required. Construction elements found to be nonconforming with these requirements will **not** be acceptable and must be corrected.

G. Reference Documents

1. Additional References

The University has developed a number of planning and resource documents over time that may be referenced in supplementing the Consultant’s understanding of their project requirements. Examples are:

- Campus masterplans
- Building assessments
- Utility infrastructure plans
- Historical documents

The Facilities Services Project Manager will assist the Consultant in determining the specific project need.

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