



**Vancouver Island University – Cowichan Place Campus**  
**MINUTES OF MEETING**  
**Held at: Garyali Architect Office, Victoria, BC**  
**JULY 14, 2009 at 1:00 P.M.**

Garyali Architect Inc.  
 514 Fort Street, Victoria  
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**ATTENDING:**

VIU

|   |    |                        |
|---|----|------------------------|
| Ric Kelm, Executive Director of Facilities    | RK | Ric.Kelm@viu.ca        |
| Maria Lauridsen, Principal of Cowichan Campus | ML | Maria.Lauridsen@viu.ca |
| Drew Taylor, Campus Planner & Developer, VIU  | DT | Drew.Taylor@viu.ca     |

Consultants

|  |    |                                  |
|--|----|----------------------------------|
| Tony Grice, AES                            | TG | tgrice@appliedengineering.ca     |
| George Hrabowych, Herold Engineering       | GH | ghrabowych@HeroldEngineering.com |
| Wendy MacDonald, Advicas                   | WM | wmacdonald@advicas.com           |
| Jackie Kanyuk, Advicas                     | JK | jkanyuk@advicas.com              |
| Jonathan Reiter, Read Jones Christoffersen | JR | JReiter@rjc.ca                   |
| Randy Sharp, Sharp & Diamond               | RS | randy@sharpdiamond.com           |
| Tom Wilson, AME Consulting Group           | TW | tomwilson@amegroup.ca            |
| Rob Walter, AME Consulting Group           | RW | robwalter@amegroup.ca            |

Garyali Architect Inc

|                 |     |                   |
|-----------------|-----|-------------------|
| Shiv K. Garyali | GAI | garyali@telus.net |
| John Armitage   | GAI | garyali@telus.net |
| Nick Fiocco     | GAI | garyali@telus.net |

**Subject**

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**LEED MEETING #1**

**ACTION**

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|---|---|
| <p><b>1.0</b> Construction Manager confirmed by RK to be Yellowridge Construction Ltd. Further details to follow.</p> <p><b>1.1</b> Energy Model (for LEED) will be performed by AME. Possibility of more detailed model under BC Hydro High Performance Building Program to be investigated and confirmed by VIU.</p> <p><b>1.2</b> RFP for soil conductivity testing to be issued July 15th. This is an urgent action item as it affects fundamental mechanical design decisions.</p> <p><b>2.0</b> Updated Schedule tabled</p> <ul style="list-style-type: none"> <li>• July 21st - LEED meeting #2 cancelled and to be replaced with presentation/education meeting in September, to be arranged by ML.</li> <li>• LEED meeting #2 scheduled for July 28th at 514 Fort St. Time to be confirmed.</li> </ul> | <p><b>RK</b></p> <p><b>DT</b></p> <p><b>DT</b></p> <p><b>ML</b></p> <p><b>GAI</b></p> |
|---|---|

- Meeting to present plans to staff confirmed for July 23, 2:00 PM at Cowichan Campus. **GAI**
  - Meeting to present final design to all stakeholders, user groups, First Nations, Advisory Committee confirmed for August 6, 2:00 PM at the Cowichan Campus. Building and Room number to be confirmed by ML. **ML**
- 3.0** Conceptual Design - Basic planning concept presented by SKG. Floor Plans being developed this week in anticipation of final Functional Program by July 17th for presentation and review by users July 23rd. **SKG**
- Parking numbers may be affected by sharing with rest of Cowichan Place, pending completion of Traffic Demand Management Plan being prepared by Boulevard Group. VIU parking for 120 considered appropriate. However, RPG recommends 90. Ric to confirm. **RK**
  - Basic building layout agreed in principle. Location of Food Services requires further consideration. **RK, ML**
- 4.0** LEED discussion chaired by Wendy MacDonald. Updated scorecard to be issued separately by Advicas. Anticipated OK credits 42. **JK**
- 5.0** Garyali comments on Cowichan Place new road design forwarded to Delcan by RK for their consideration.
- 6.0** Garyali to proceed with RFPs for Building Envelope Consultant including contribution to LEED credit MR8. **GAI**
- 6.1** Garyali to proceed with RFP for Code Consultant **GAI**
- 7.0** Site Survey update expected this week.

ec: All

*All efforts have been made to present the mentioned items as an accurate record of the discussions at the meeting. Should there be any discrepancies, please contact our office.*