

Meeting Notes/Actions

Present: Roy Bertin, John Elzinga, Ric Kelm, Maria Lauridsen, Karen Leeman, Leslie King, Kathryn MacLeod, Jay Ruzesky, Drew Taylor.

Apologies: Patrick Barbosa, Jim Dias, Bob Foley, Garyali Architects, Bob Harper, Chief Lydia Hwitsum, Steve Lane, Fred MacDonald.

1. PROJECT UPDATE

- October 1st - end of Schematic Design / beginning of Design Development (DD);
- Site work has begun this week / bulk excavation scheduled for next week;
- Construction tendering scheduled for November;
- Project is on-schedule for December 2010 completion. Weather & other conditions are risk factors that may cause delays in the construction schedule;
- Guidelines for Furniture / Equipment / IT etc. are currently being established; these will be used for RFPs come time.

2. SCHEMATIC DESIGN:

- Initial cost review has been performed; in decent shape / slightly over-budget;
- Geothermal energy exchange will be pursued in spite of initial capital costs being higher;
- Building has been designed with 90% natural daylighting;
- Reused building materials are being pursued (ie: Old removed foundations for sub-grade fill / contact made in lumber industry for prospective lumber re-use);
- Building footprint has been designed to retain the maximum number of mature trees on site;
- All products to be environmentally-friendly and to have a low-waste, low-emission “cradle-to-cradle” (CTC) value. CTC is a comprehensive assessment of the life-cycle of a product; from extraction of natural resource, to recycling/disposal of the product at the end of its useful life.

3. QUESTIONS / COMMENTS:

- ML - Lecture Theatre; user-group meeting to be scheduled [including a site-visit to Nanaimo Bldg. 250, first-floor theatre] for review & discussion on A/V equipment & controls.
- ML – Will there be a web-cam during construction? [DT – yes, installation occurring today; should be running & publishing to web-site in approx. 2 weeks]
- Who handles signage? [RK – VIU will be doing a signage and a way-finding RFP]

- JE – CVRD is open to partnership opportunities for Cowichan Place main signage.
- RK – Plans will be made to do site tours for VIU employees, Cowichan Place Partners, general public once third floor roof is complete. Safety equipment will be required for attendees. VIU Communications & Public Relations office to be involved in all announcements throughout the construction process.
- JR – Most future meetings are scheduled for Thursdays, this day does not work with Jay's schedule. Jay will select an alternate to attend Advisory Committee meetings when his schedule does not permit. [The Committee agreed this will be OK; alternate should be one person for consistency, as opposed to multiple].
- JE – Island Savings Centre offers to set-up a physical display in their facility for VIU's new Campus at Cowichan Place. RK will discuss with JE in future once design is solidified.
- RB – IT & Library departments have hired an interior design consultant to do preliminary furniture layout etc. This was to assist them in providing input (as users) to project design.
- ML – Would it be helpful to have an interior design consultant on-board for the project? [RK – not at this time. IT/Library consultant has been hired separately - by user groups only at this time - to help them provide input on design.]

4. NEXT MEETING

- Meeting Adjourned – 3:50pm
- Next Meeting – October 29, 2009