



## DESIGN STANDARDS BULLETIN

The *Design Standards* were developed to work in conjunction with the requirements of the Construction and Professional Services Manual (CPSM) of the State of Virginia. This Bulletin is for the *Old Dominion University Design Standards* only and will not address any revisions associated with the CPSM.

This Bulletin is being issued as an interim change to the standards which cannot wait for the annual updates. It will be officially incorporated into the standards at the next published update.

**REQUESTED BY:** Jean Kennedy Sleeman

**DATE REQUESTED:** August 2, 2019

**TITLE:** University Architect

**ODU DEPARTMENT:** Facilities Management & Construction

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Section of the Design Standards Being Changed:

### **Chapter One – General Project Requirements – Capital Projects**

ADD/INSERT Paragraph C1A.22 Material Samples (renumber subsequent paragraphs accordingly)

- a. Specifications: The A/E shall convey, through the contract documents, that submittals involving finishes will only be approved by ODU when all exterior samples are submitted. Exterior materials will not be approved independent of each other. With regards to the exterior mock up, materials can be selected independently if necessary, based on the basis of design selection, but the University Architect reserves the right to reject or alter a finish based on the completed mock-up. Brick sample panels are a prudent way of confirming brick and mortar colors ahead of mock-up fabrication.
- b. Exterior Finishes
  - i. Prior to GMP and/or issued for bid documents the A/E shall have a final finishes meeting with the University Architect to review the full selection of all exterior materials (physical samples) on the project.
  - ii. The A/E shall provide a box of the Basis of Design materials for the exterior finishes, to include all elements visible to the public on the exterior of the building. The finish samples shall be loose and clearly labeled. Photographs, photocopies or other print/digital samples are not acceptable.
  - iii. Provide a complete list of all materials to include the basis of design manufacturer, model (where applicable) color and finish. Indicate if the basis of design has been specified to be selected from the manufacturer's standard colors, premium colors or to match a specific existing color.
- c. Interior Finishes
  - i. Prior to GMP and/or issued for bid the A/E shall have a final interior finishes meeting to review the full selection of all physical samples of the finishes, especially such elements that are part of the base building such as terrazzo, doors, frames, floor tiles, epoxy, laminates, veneers, solid surface, elevator cabs, etc. The finish samples shall be loose and clearly labeled. Photographs, photocopies or other print/digital samples are not acceptable. If necessary, a second interior final finishes meeting can be held to review the remainder of the physical samples selected in the same manner as noted above.



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- ii. Provide a list of all materials to include the basis of design manufacturer, model (where applicable) color and finish. Indicate if the basis of design has been specified to be selected from the manufacturer's standard colors, premium colors or to match a specific existing color.

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Issued To: Craig Borkman, Willie Spencer, Christopher Pewterbaugh, Dave Robichaud, Mike Brady, John Hasher, Jay Graven

CC: Moseley, VMDO, CannonDesign, DJG