

Design Review Board Submittal Guidelines

The Design Review Board (DRB) is most effective when project design materials are prepared and presented to the DRB. Graphic material is generally preferred. Any written material should be brief. UW Project Managers are responsible for making presentations.

The role of the DRB within the University and the DRB process is outlined in the attached Design Review Board Charter.

DRB input is preferred at the earliest stage to assist in setting goals and identifying possible options to explore prior to the advancement of a particular design solution. Small projects may be able to receive DRB approval at this early stage.

As the design develops, follow-on reviews may be needed to present options or to present detail such as materials and colors and receive additional input. DRB design approval is then obtained to allow the design to be completed.

A DRB site and construction review is conducted after design completion to review issues such as site usage, temporary pedestrian and vehicular traffic flow and protections, signage and wayfinding, and other functional and visual impacts to the campus. The Grounds Improvement and Accessibility Committee (GIAC) reviews other concerns such as mobilization, lay-down areas, accessibility, safety, security, and logistics in a separate meeting.

The DRB Submittal Guidelines are intended to assist building occupants, project managers, and designers in preparing material to be presented to the DRB. Typical DRB questions and responses are shown for a better understanding of common DRB issues and concerns and to provide graphic examples.

Common DRB questions to answer:

1. What is the general description of the work including scope, schedule, budget, funding source and the project goals?
2. Where is the project on campus?
3. Is the building older than 50 years? If so, has an HRA been done?
4. What is the campus physical context?
5. What options have been or will be considered?
6. How visible is the proposed work? From what locations?
7. What are the existing and proposed new materials and finishes?
8. Where are construction fences, gates and screening located?
9. What site restoration is proposed?
10. What is the approach to controlling and containing costs?

See the following pages for examples.

Question 1:

What is the general description of the work including scope, schedule, budget, funding source and the project goals?

Provide the building name and the type of project such as renovation or reroofing.

Provide a description of the scope, schedule and budget.

Identify the source of funding, such as state funded, donor, department, facilities maintenance, ESCO or other.

Present the objectives or goals for the project, such as 1) Fit the building character or 2) Be complete by the start of the school year. Do the goals address a TAP (Transforming the Administrative Process - refer to tap.uw.edu) initiative, and if so, how?



Lewis Hall Renovation - Phase I

Funding: State Funding

Schedule: Construction Complete 11/2013

Total Project Budget: \$2,587,000

Scope: Seismic upgrades and exterior repairs.

Goals: Follow Historic Resources Addendum (HRA) guidelines. This is a budget limited scope identified as Phase 1.



Aerospace and Engineering Research Building (AERB) Reroofing

Funding: Maintenance

Schedule: Bid in early 2014 for best price

Total Project Budget: \$1,875,000

Scope: Replace the low slope roofing, internal gutters and add insulation.
Goals: Provide a taller coping to accommodate added insulation by matching the existing coping material and reveal profile to conform to the original detailing and articulate the additional height of the coping.

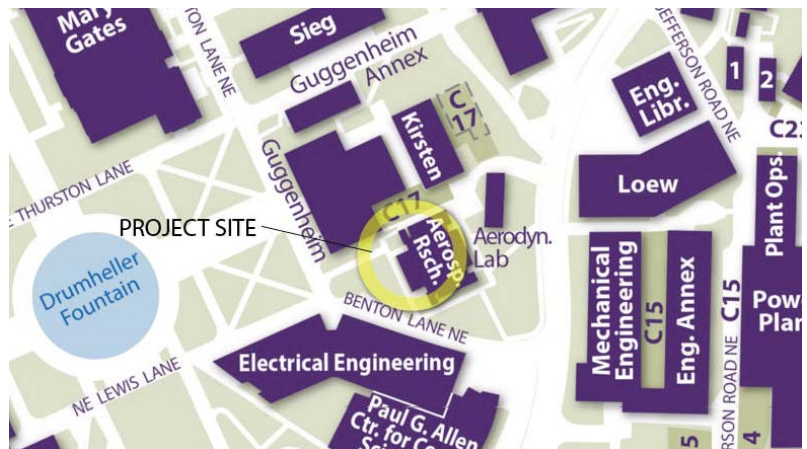
Question 2: Where is the project on campus?

Is the project on the central, east, west, or south part of campus? Locate and orient the project with a marked campus map, or marked aerial photo. Orient drawings so north is up or identify the north direction.

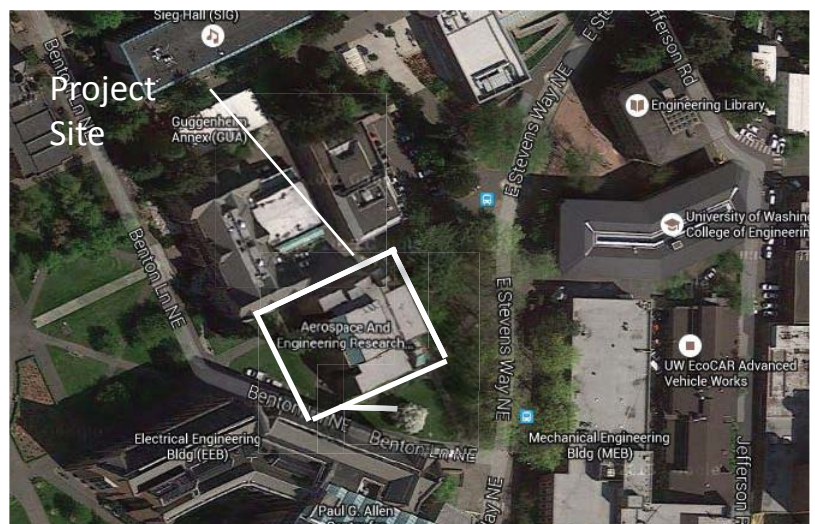
Additionally, a larger scale site plan is often needed to locate and describe the project.

Show simple photos of the project location from all significant viewpoints.

These same graphics are often part of the standard project design documents.



Aerospace and Engineering Research Building
example using a Campus Map.



Aerospace and Engineering Research Building
example using an aerial photo from Google Earth.

Question 3:

Is the building older than 50 years? If so, has an HRA been done?

Buildings older than 50 years old require the preparation of a Historic Resources Addendum (HRA) to inform and influence changes to the building and site. If an HRA already exists, it may be used or may require a supplement to specifically address a project.

In presenting the project, describe how the HRA applies to the project and how the design responds to the HRA.

Refer to the UW Campus Master Plan, 2003 edition, page 26, for a description of the HRA.



University Club Building built 1958 - 1960, architects Paul Hayden Kirk and Victor Steinbrueck.

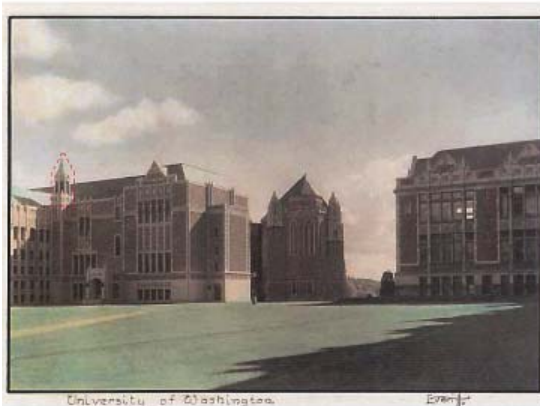


New guardrail design responds to HRA recommendations for sleek minimalist and modernist steel design detailing and steel color matching. The design process involved consultation with the HRA author regarding an appropriate design for this historic building.

Question 4:
What is the campus physical context?



A context photo of a brick pedestrian path connecting adjacent buildings and extending through the tree-lined Quad. Landscaping is an important element in the campus environment.



Gowen Hall - DRB review concluded a tree removal would benefit both access for tower repairs and restore the view of the building from the Quad.



Meany Hall Guardrail - The new handrail picks up the dark brick accent color in Meany Hall and continues the use of a dark bronze common University color for metal work.

Question 5:
What options have been or will be considered?

Options can be presented in many different ways: plans, elevations, marked photos. Drawings can be marked photocopies, CAD, or sketches.

Requested drawings are intended to be part of the standard design process and not intended to be additional work.



View of stair canopy from West

UWMC - Image of a new glass and steel stair design option overlaid onto a photo of the existing conditions using Sketchup, Photoshop or other drawing programs or techniques.



Odegaard Library - Visitor Information canopy and graphics.



Facilities Services Training Center - An example of a developed design option for a storefront mullion option using Sketchup or a CAD program such as Revit.

Question 7:

What are the existing and proposed new materials and finishes?

Describe the new materials and finishes and where they occur. Explain how they relate to existing materials and finishes. Samples often work best to accurately show color.

Again, the intent is to use materials already prepared through the standard design process.

For buildings requiring an HRA, show how HRA recommendations have been addressed.

Refer to any applicable campus standards or similar conditions such as: neighboring buildings, light poles, benches, signage, etc.

Photos of similar installations can be a helpful reference. Product catalog cut sheets may be useful.



COLOR 1: ORIGINAL COLOR, FOUND ON WINDOWS, WINDOW TRIM AND DOOR TRIM



COLOR 2: FOUND ON WINDOWS, WINDOW TRIM AND DOOR TRIM, LIKELY WAS USED DURING AYP ERA.



COLOR 3: CURRENT WINDOW COLOR. FOUND ON WINDOWS, WINDOW TRIM AND DOOR TRIM.

Lewis Hall Renovation - window paint color history.



"Dark Bronze" (University Standard) Powder Coat
Ladders, Guardrails



Existing bike locker at Communications Building - using a University Standard "dark bronze" color.

Question 8:

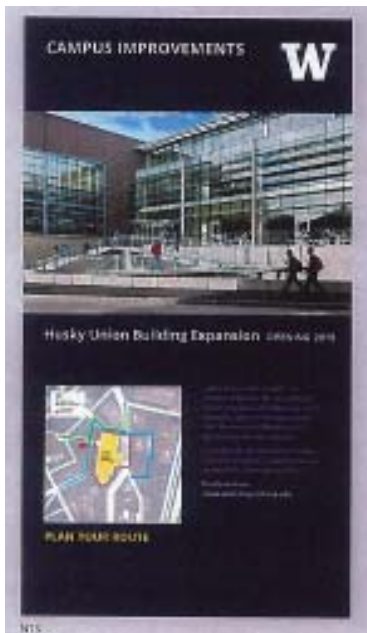
Where are construction fences, gates and screening located?

Following the design phase, provide a complete construction phase site plan marked with the full extent of approaches, construction fencing, construction gates and controls, vehicle and pedestrian routes, rerouting, locations of fence visual screening scrim, signage locations and site restoration.

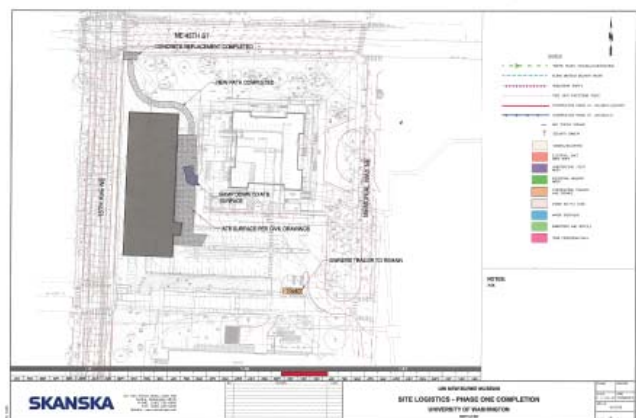
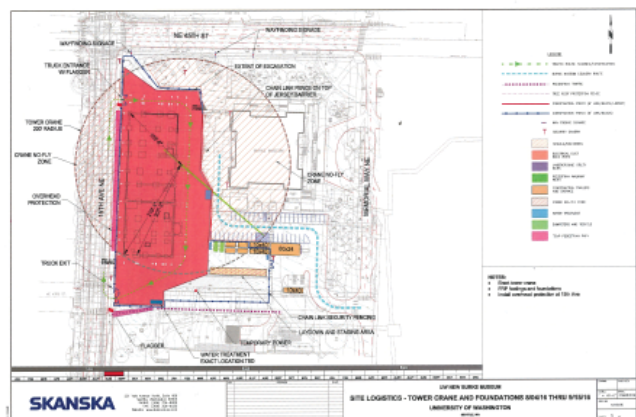
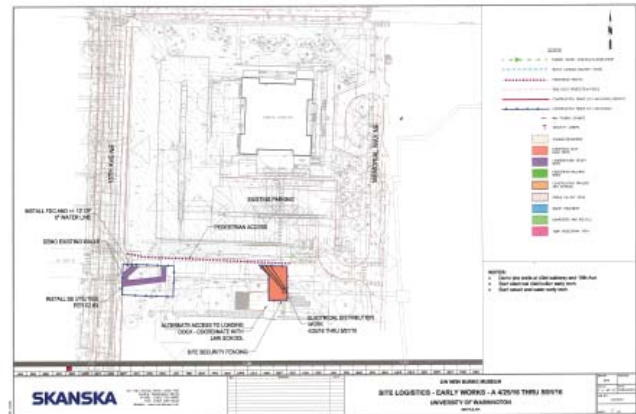
Show how the site usage evolves and changes through the construction phases such as early utility work, mobilization, demolition and new construction.

The Grounds Improvement and Accessibility Committee (GIAC) reviews other concerns such as mobilization, lay-down areas, accessibility, safety, security, and logistics in a separate meeting.

Show how University Construction Sign Guidelines are to be implemented.



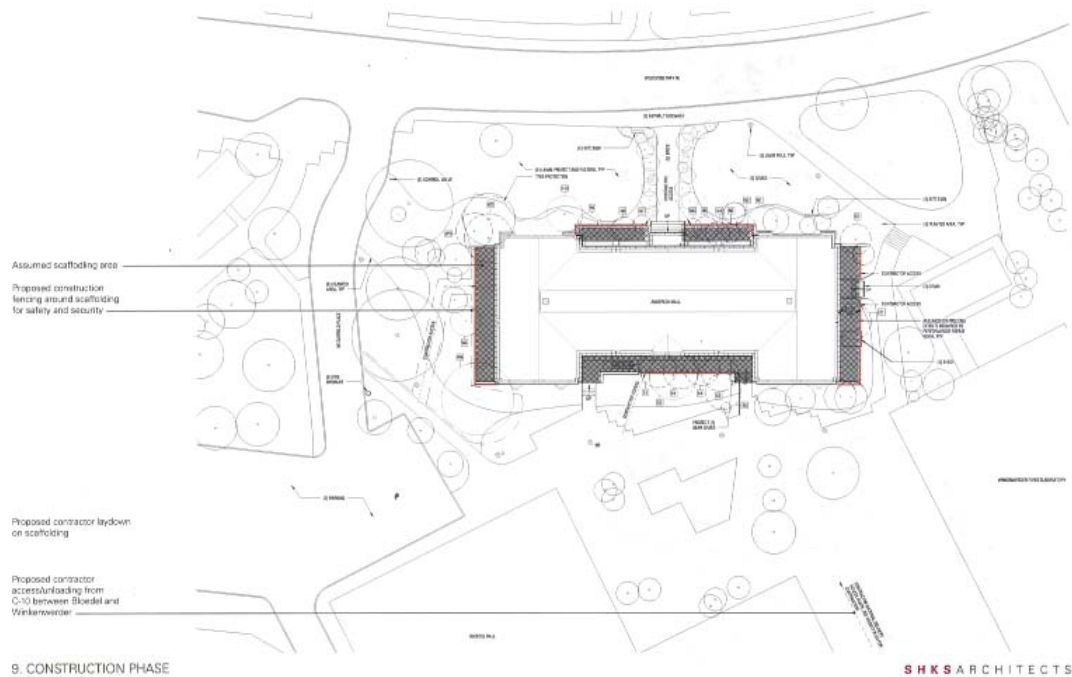
An Information Sign is located during the construction phase. Excerpt from UW Construction Site Sign Guidelines.



Burke Museum - Site plans showing sequential activities and locations. Campus operations can often be significantly affected.

Question 9: What site restoration is proposed?

Describe the impacts of the project on lawns, landscaping, trees, and hardscapes. What measures will be undertaken to restore impacted areas? What are the sizes and spacings of replanted areas and anticipated growth rates.



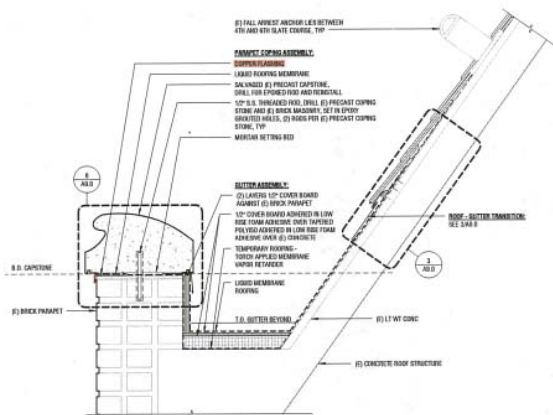
Anderson Hall Roof Repairs - required scaffolding areas shown with associated landscape demolition and landscaping restorations.

Question 10:
What is the approach to controlling and containing costs?

Describe what approach will be taken to deliver the project within the schedule and funded amount. What design and construction delivery methods will be used?

What cost risk elements and unknowns are present in the project and how will they be addressed?

Describe what are the project scope priorities and which scope items or design solutions may be considered as an alternative or possibly deferred or phased as a management means?



Project proposes using copper flashing at thruwall flashing locations visible from the street located underneath the precast coping stones only (highlighted in red), all other flashing to be stainless steel



Photograph of Existing Copper Saddle Flashing visible from Stevens Way



Photograph of Existing North Elevation

SHKS ARCHITECTS

12. METALS

Anderson Hall Roof Repairs - design approaches discussed regarding overflow drainage protection and overflow discharge conditions and cost differences.