

M E M O

Date: October 10, 2011

To: Chairman JJ McCament and Members of the Board of Trustees

From: Lorie Erickson, Director of Facilities, PCLS

Subject: University Place Update

Library TI work:

- The final TAB (Test and Balance) report was sent to Koppe/Wagoner Architects to distribute to appropriate contractor's for review. EEI Engineers is in the process of scheduling the TAB back check to confirm air flow is functioning as designed. Once this is complete, the functional testing of the equipment will occur. If no deficiencies are found, the Final Commissioning Report will be completed. Upon completion of the Commissioning Report, Asbuilts will be completed and forwarded to Koppe Wagoner Architects. In addition, the Operations and Maintenance Manuals will be completed. The final report is scheduled to be complete by the end of November.
- The documentation for LEED will be completed once the final commissioning report is complete. This is expected to take place in November.
- Replacement of the defective floor panels took place the week of October 3rd. This is complete.
- Final Certificate of Occupancy: JMC has received a proposal from the city of work to be inspected. JMC is in the process of finalizing the components for the inspection.

Core and Shell exterior work:

- The Exterior elevator is not operational. It is anticipated it will take 4 weeks to get all items ready for inspection. Major work remaining includes installation of a smoke detector on top of the elevator shaft, heat detectors at each floor, additional plexiglass panels inside the shaft, and shaft and mechanical room final clean. At the point the elevator is ready for inspection, it can take up to two weeks for the inspector to arrive on site. If the elevator does not pass inspection, there is a two week minimum period for reinspection. Currently the elevator is estimated to be operational in early December.
- The Exterior drive up book drop on Drexler will not be used until the exterior elevator is operational.
- The exterior Library Sign has been installed. Power to the sign is scheduled for the week of October 17th.

Work continues on a daily basis. A further update will be provided at the Board meeting.