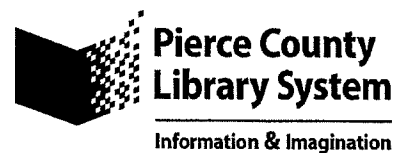

M E M O



Date: February 27, 2012

To: Chairman Stephen Albers and Members of the Board of Trustees

From: Lorie Erickson, Director of Facilities, PCLS

Subject: University Place Update

Library TI work:

- Two items are required to complete the commissioning report. JMC is required to send the CX Field Notebook to EEI. I have given a deadline of March 2, 2012, for this to take place. ATS needs to gather trend logs on how the equipment is performing as part of functional testing. This is in process.
- The documentation for LEED will be completed once the final commissioning report is complete.
- Koppe Wagoner is awaiting information from JMC on a ductwork change to complete red line drawings. JMC will forward this information as soon as it is received from the subcontractor.