

FACILITY DESIGN GUIDELINES

University of Virginia Facilities Management & University Building Official



Twelfth Edition - April 2018

FACILITY DESIGN GUIDELINES

Office of the University Building Official and University Facilities Management

This *Twelfth Edition of the University of Virginia Facility Design Guidelines* has been updated to reflect current construction practices and the needs of the University for efficient and well-designed buildings. All previous requirements were evaluated to determine whether or not they are applicable to current standards and practices. The new Green Building Standards have been included as an appendix to this document. A new appendix was created for Locksets and Access Controls. These two appendices, along with Appendix C: Elevators and Appendix E: Space Planning, have been moved to online documents. Links to these documents are found in the appropriate sections of this document.

It should be noted that requirements found within the *Virginia Uniform Statewide Building Code* and/or its referenced standards are not repeated within these guidelines. The *Virginia Uniform Statewide Building Code* and its referenced standards are applicable to all University of Virginia buildings without exception. If any part of these guidelines unintentionally conflict with current or future state regulations, the most restrictive requirements shall apply.

The *Facility Design Guidelines* are intended to be used by architects, landscape architects, and engineers involved in the preparation of construction documents for the University of Virginia. The Guidelines are also a reference for University project managers, construction administration managers, and other personnel whose responsibilities relate to construction and renovations. The *Guidelines* are meant to apply institutional lessons-learned through design, construction and in-house services.

The *Guidelines* provide procedural and technical requirements broadly applicable to all design and construction. As part of the contractual agreement between the design professional and the University, conscientious application of the *Guidelines* is a tool to expedite the design and construction process in a cooperative, partnering effort. It is intended that the *Guidelines* be incorporated into the design documents. Thus, they shall be followed for all University projects unless due process is used for waivers or modifications. There may be particular project circumstances that warrant alternatives to these *Guidelines*. Such recommendations will be considered and shall be processed via the Determination and Findings process and approved by Facilities Management Chief Facilities Officer.

Recommendations are welcome from users for simplifications, additions and modifications. Please email suggestions to fdg-suggestions@virginia.edu.

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CHAPTER 1 – GENERAL REQUIREMENTS

1.1 GENERAL INFORMATION

University of Virginia *Facilities Design Guidelines* shall apply to all design projects unless specifically waived by the Chief Facilities Officer. Exceptions to the *Guidelines* shall be submitted by the Project Manager to the Chief Facilities Officer through the University Building Official (OUBO) with a “Determinations and Finding Report.”

1.1.1 DEFINITIONS/TERMS

Grounds: Comprised of North Grounds, West Grounds, and Central Grounds as illustrated in [Figure 1](#).

Historic Grounds: Area bounded by Jefferson Park Avenue, McCormick Road, University Avenue and Hospital Drive (up to and including facades of Cobb Hall, McKim Hall, Barringer Wing and Old Medical School buildings along Hospital Drive), as illustrated in [Figure 2](#). Portions of Rugby Road are also designated as a historic district.

The Academical Village: Original Jefferson designed buildings and grounds, including the land bounded by McCormick Road, University Avenue and Hospital Drive; also including the South Lawn in front of Cabell Hall, as illustrated in [Figure 3](#).

Central Grounds: The area bounded by Emmet Street, University Avenue, Hospital Drive and Jefferson Park Avenue is the Historic Grounds and the Academic Village, as illustrated in [Figure 4](#).

University of Virginia Health System (Health System) Area: The School of Medicine, School of Nursing, Health Sciences Library and Medical Center are components of the Jefferson Park Avenue precinct bounded by Hospital Drive, University Avenue, Jefferson Park Avenue, the CSX Railroad, the Norfolk Southern Railroad and Brandon Avenue. Additionally, the Health System includes the Moser Radiation Therapy Center at 2871 Ivy Road, U.S. 250 West and other off-site clinical facilities.

Architect/Engineer (A/E): The Architect or Engineer of record who contracts with the University as the prime design professional to provide architectural or engineering services for a project. The term includes any associates or consultants employed by the A/E of record in the provision of project design services.

Project Manager (PM): The University’s designated representative for the project. This term is synonymous with “University of Virginia Project Manager” as defined in the most current version of Higher Education Capital Outlay Manual (HECOM).

1.1.2 DOCUMENTS

Documents shall conform to the CADD version currently in use by Facilities Management and confirm the mode of transmission prior to project initiation. Specific drawing requirements shall be in accordance with the most current version of HECOM.

Contract bid documents are to be dated with the actual date of final submission incorporating the review comments by the Office of the University Building Official and other applicable University reviews. All project specifications shall be provided in PDF format (preferred) or the most current version of Microsoft Word format.

Facilities Management's base map is based on a set control datum. This control datum shall be used for all electronic mediums that pertain to mapping, civil and site work. Mapping shall be in accordance with National Map Accuracy Standards, based on Virginia State Plane Coordinate System, South Zone and North American Datum 1983 (NAD83). Vertical control is based on the North American Vertical Datum 1988 (NAVD88). NAVD88 Control Monuments have been established in various locations on the University Grounds using this datum. All construction or survey work shall be performed based on the most recent established control.

1.1.3 LIFE SAFETY DRAWING STANDARDS FOR ALL PROJECTS

Accurate life safety drawings shall be provided to Geospatial Engineering Services (GES) for all projects, regardless of occupancy or project size, both during CD submittal and as corrected as-builts prior to project closeout. All life safety drawings shall follow [UVA Life Safety CAD Requirements](#). GES maintains up to date life safety drawings for all University Hospital projects to facilitate accreditation; Project Managers may request up to date info from GES.

Life safety drawings shall contain the following minimum information:

- Legend clearly identifying life safety features
- Areas of the building that are fully sprinklered
- All use groups and occupant loads
- Location of exits from each floor, exit access and common path of travel distances, dead end length, and diagonal separation of exits necessary to show code compliance
- Locations of all hazardous storage areas
- Control area (and/or laboratory unit) boundaries, size, and # floors above/below grade
- Locations of all rated assemblies, identifying the type and hour rating required
- Locations of all smoke barriers, identifying the hour rating required
- Identification of all smoke compartments (follow existing labeling system for new compartments in existing Health System buildings)
- Suite boundaries, size of the suites, and identification of patient sleeping, patient non-sleeping, and non-patient suites
- Locations of chutes and shafts

1.2 CODES, UVA REVIEWS, PERMITS

1.2.1 GENERAL REQUIREMENTS

1.2.1.1 VIRGINIA UNIFORM STATEWIDE BUILDING CODE

The Building Code for all University projects on Commonwealth property is the current edition of the Virginia Uniform Statewide Building Code (VUSBC) with supplemental requirements, clarifications and modifications as indicated in this Manual. Refer to section [1.2.1.3 Accessibility](#) for accessibility standards for state-owned facilities and associated clarifications. The provisions of the VUSBC are based on nationally-recognized model building codes and fire codes published by the International Code Council, Inc. These model codes are adopted by reference into the VUSBC. The VUSBC is divided into 3 stand-alone parts:

Part I - The Virginia Construction Code

Regulations specific to the construction of new buildings and additions

Part II – The Virginia Rehabilitation Code

Regulations specific to the rehabilitation of existing buildings, including renovations and change of occupancy

Part III – The Virginia Maintenance Code

(Not applicable to UVA construction and renovation projects)

The applicable code shall be the code in effect at the time the HECO-5 Preliminary Designs are approved and authorization is given to proceed with development of the Construction Documents. If Preliminary Designs are approved during the four months prior to the effective date of a new edition of the VUSBC, the applicable code shall be designated by the University Building Official.

1.2.1.2 OTHER FEDERAL, STATE, AND LOCAL REGULATIONS

Certain projects may be required to comply with other federal or state regulations. Those requirements may take precedence, equal or exceed the construction, health, safety and welfare standards regulated by VUSBC, and are approved after review by OUBO. These include:

Title II, Americans with Disabilities Act of 1990

Virginia Statewide Fire Prevention Code (SFPC)

Virginia Industrialized Building Safety Regulations (IBSR)

Virginia Manufactured Home Safety Regulations (MHSR)

Virginia Amusement Device Regulations (VADR)

Virginia Public Building Safety Regulations

Virginia Fire Safety Regulations

Virginia Department of Environmental Quality - Erosion and Sediment Control Regulations

Virginia Department of Environmental Quality - Stormwater Management Regulations

Virginia Department of Health Regulations

Section 504 of the Rehabilitation Act of 1973 (HUD)

Fair Housing Act Accessibility Guidelines (HUD)

Facilities Guidelines Institute (FGI) for the Design and Construction of Healthcare Facilities

City of Charlottesville

Albemarle County

Local Railroads including CSX, Norfolk Southern, and the Buckingham Branch

1.2.1.3 ACCESSIBILITY

The Americans with Disabilities Act, 1990: Title II, Subtitle A (and not Title III) applies to all state owned buildings and structures. The accessibility standards to be used are the 2010 Standards for Accessible Design ([2010 ADA Standards](#)) published September 15, 2010, excluding the 2010 Standards for Public Accommodations and Commercial Facilities: Title III (Pages 15-30), and as clarified herein.

In addition, the following standards and regulations shall be used in planning and designing new construction, renovations or replacements for University projects on Commonwealth property:

1. Where standards conflict between this document and 2010 ADA Standards, the standard that is more stringent (i.e. more favorable to the disabled) shall govern.
2. *Non-Discrimination under State Grants and Programs*: These regulations, promulgated by the Board for Rights of Virginians with Disabilities and effective on October 1, 1990, implement Va. Code Section [51.5-40](#).

1.2.1.3.1 ADDITIONAL GUIDELINES FOR ACCESSIBILITY AND USABILITY

The following apply to all University projects:

1. Van parking is required in new parking and major renovations of existing parking areas.
2. Automated door operators are required at major entrances, both outside and inside of exterior and vestibule doors, as well as at any other door along the accessible route. Operators shall be selected to meet code requirements, minimize energy use and align with building user preferences.
3. Design entries to the primary public restrooms on the main floor of the building to eliminate any sight line to users in the restroom. Provide automated door operators both outside and inside of each primary public restroom entry door.

4. The use of accessibility approved lever-handled door hardware is required in new construction and renovations without regard to the numbers of doors involved.
5. Facilities shall be designed so that accessibility does not stand out. For example, restroom lavatories, lab workbenches, and breakroom counters shall be of uniform design meeting accessibility standards. This does not apply to accessible toilet stalls or urinals.
6. Teaching and research laboratories shall have a minimum of 5%, but not less than one, work station for each type of process (fume hood, bench, sink, etc.). Compliance may be achieved using readily adjustable modular casework and equipment.
7. Platform lifts are prohibited in new construction. The Barrier-Free Access Committee must approve use of platform lifts in renovation projects, where ramps are not feasible.
8. All stairways shall be designed to be accessible.

1.2.1.3.2 CLARIFICATIONS FOR UNIVERSITY OWNED BUILDINGS

Accessible facilities must be provided at the completion of construction. Adaptable facilities do not meet the requirements for accessibility unless demonstrated to OUBO to be readily implemented on demand.

1.2.1.3.3 ELEVATOR ACCESS

As clarification of 2010 ADA Standards Section 206.2.3, Accessible Routes, Multistory Buildings and Facilities, all passenger elevators shall be accessible to the disabled, and multistory residential facilities shall include at least one accessible route to each floor level and each mezzanine in a building. Exception 4 does not apply to residential facilities.

1.2.1.4 LIFE SAFETY CODE

The requirements of the Life Safety Code, NFPA 101, apply only to the University Hospital and clinical facilities accredited by the Joint Commission on Accreditation of Healthcare Organizations (Joint Commission) and accepting federal Medicare and Medicaid funds. In case of conflict, the most stringent requirements apply. Should there be a conflict with VUSBC that critically affects accreditation by the Joint Commission this must be resolved with the University Building Official.

1.2.1.5 DEMOLITION

Demolition or renovation work, which occurs on the floor below or above the primary construction site, shall be shown sufficiently to convey the extent of work necessary to maintain or maximize functional occupancy of the effected space.

1.2.1.6 REACTIVATED PROJECTS

Prior to reactivating a project that has been inactive for a period during which the effective Code has changed, the University Building Official shall determine which Code applies. The Plans and Specifications shall be revised as necessary to comply.

1.2.1.7 MODIFICATIONS TO CODE REQUIREMENTS

If a modification to the VUSBC is thought to be necessary, the A/E shall request such modification in writing with the preliminary design submittal. The request shall clearly state the nature of the problem and the supporting rationale and justification for the modification. All requests to waive or grant a modification to the requirements of the VUSBC will be addressed to the University Building Official using a Determinations and Findings Report (D&F) for Code Modifications.

1.2.1.8 USE GROUP GUIDELINES

The following guidance shall be used for buildings and structures at the University:

1. Buildings for business training and vocational training shall be classified and designed for the Use Group corresponding to the training taught.
2. Academic buildings, which include classroom-type education functions (including associated professor/teacher office spaces) where large groups of students must change classes on a schedule must incorporate a 72" minimum corridor width at classrooms.
3. The occupant load for each space in a building must be calculated from VUSBC Table 1004.1.1 based on the use of the space (which may differ from the Use Group Classification). For instance, the occupant load of a break room in an office suite would be calculated as "Assembly without fixed seats."
4. Dormitories, Fraternity and Sorority Houses, and similar dwelling units with sleeping accommodations shall provide one of the following:
 - a. Written University policy that prohibits the use of the residences as lodging for persons/groups/occupants for periods less than 30 days; or
 - b. Design that complies with the most stringent requirements of both VUSBC Use Group R-1 (Hotels) and Group R-2 (Dormitory), exclusive of minimum required plumbing facilities, which are to be based on Use Group R-2.
5. Cabins, beach houses, lodges and similar dwelling units with sleeping accommodations rented to family groups:
 - a. Residences for rent less for than 30 days with a maximum occupant load of 16 shall comply with the requirements for Use Group R-3.
 - b. Residences for rent for less than 30 days with a maximum occupant load of greater than 16 shall comply with the requirements for Use Group R-1.

1.2.2 REVIEWS AND APPROVALS

Submit documents via Geospatial Engineering Services using the [Print and Review Transmittal](#).

1.2.2.1 FIRE SAFETY

Fire Safety reviews will be conducted by the University Review Unit for all construction projects. The Office of the University Building Official (OUBO) shall submit Capital Project (\$2M+) review comments and Working Drawings to the appropriate Regional State Fire Marshal's office for their use in inspection of these projects and record purposes.

By University policy, all renovation projects are required to provide fire and life safety improvements up to 10% of the construction cost or to the extent required by Code, whichever is greater.

Fire suppression, fire detection and fire alarm Shop Drawings shall be reviewed and approved prior to the work being installed. Where a complete fire protection system is designed and shown on the Final Documents, the Drawings and/or Specifications shall state that deviations in materials, locations, configurations or sizes proposed by the contractor are subject to being reviewed under the provisions of Section 26 of the Contract General Conditions as a "substitution."

When the fire suppression, fire detection and fire alarm systems are not complete on the Final Documents, then Shop Drawings or Submittal data shall first be reviewed and approved by the A/E. The reviewed documents, with any added notations by the A/E, shall be submitted to the University Building Official's office for final review and approval.

1.2.2.2 GREEN BUILDING STANDARDS

The University of Virginia Green Building Standards in [Appendix G](#), outline UVA's minimum expectations for aligning University-wide sustainability goals with building design, construction, and maintenance. The Standards apply to all projects which require a building or project permit.

Where there is a conflict between the Facility Design Guidelines general text and the specifics noted in Appendix G, the more restrictive requirement shall govern.

1.2.2.3 OTHER REQUIRED REVIEWS

The following departments provide applicable review comments in parallel with the Office of the University Building Official. OUBO incorporates these review comments in their specific discipline reviews when received prior to release of comments. All architectural and engineering consultants shall provide written comment response to the Project Manager for distribution to OUBO and respective review agencies listed below:

1. Facilities Management Operations & Maintenance Department (HVAC, fire systems, elevator, landscape, building services)
2. Facilities Management Energy & Utilities Department (sustainability, Systems Control Center, recycling, environmental compliance, utility systems, power systems, chiller plants, heat plants)
3. Facilities Management Health System Physical Plant
4. Office of Safety and Emergency Preparedness
5. University Police Department
6. Environmental Health and Safety
7. Documents for deferred submittal items shall be submitted to the registered design professional in responsible charge who shall review them and forward them to the building official with a notation indicating that the deferred submittal documents have been reviewed and found to be in general conformance to the design of the building. The deferred submittal items shall not be installed until the deferred submittal documents have been approved by the building official.

1.2.3 PERMITS

Construction on University (state-owned) property requires a building permit whether constructed by Virginia licensed contractors, Facilities Management personnel, or other allowed “self-service” University personnel. OUBOs Building Permits and Project Permits Policy, or a subsequent update, describes the procedures applicable to building permits and project permits (under the “Annual Permit” authorization). This directive further defines construction-related work that does not require a building or project permit. If there is a question as to applicability of a building permit or a project permit, consult with OUBO.

Building permits are to be submitted as follows. Under Virginia law, Contractors may NOT start construction without an approved building permit:

1. Download and complete the current [HECO-17](#) building permit form as an Excel format file.
2. Submit the building permit electronically to BuildingPermitRequest@virginia.edu for processing by OUBO.
3. Projects requiring Stormwater Management of Erosion and Sediment Control Plans must have such plans approved by the Annual Standards and Specifications Administrator prior to permit approval.
4. Projects in or affecting patient healthcare facilities require Infection Control Risk Assessment (ICRA) and Interim Life Safety Measures (ILSM) documentation to be submitted and approved by Health System Physical Plant (HSPP) prior to permit approval. The Project Manager is responsible to ensure HSPP has the ability to review the design documents.
5. Properties under the ownership of the University of Virginia Foundation or the University of Virginia Physicians Group (UPG) require building permits for construction from the City of Charlottesville, County of Albemarle, or other applicable Building Official in whose jurisdiction the property is located. Design documents for these properties may, however, be subject to review for Facilities Design Guideline requirements and constructability by the OUBO if it is known at the time of construction that the building will be acquired as a University owned and operated building.
6. Construction projects at the Mountain Lake Biological Station are issued building permits by the Giles County Building Official. These projects are reviewed by the OUBO for compliance with the Facilities Design Guidelines and constructability.

1.3 SITE PLANNING REQUIREMENTS

1.3.1 GENERAL REQUIREMENTS

1.3.1.1 SITING AND RELATIONSHIP TO CONTIGUOUS SITES

Approved precinct studies/criteria developed by the Office of the Architect for the University shall be incorporated into building and site design. Sustainable site practices such as pervious pavement, vegetated roofs and low impact design stormwater management are encouraged. Efficient and safe vehicular, pedestrian and service access shall be achieved with pedestrian safety having priority. Provide for emergency access for fire, ambulance, police and service vehicles; including access for policing the building perimeter and pedestrian paths. See [1.4.3 Security](#).

No building roof and sky silhouette in the Central Grounds area, the Health Systems precinct or readily visible on a line of sight with the Rotunda shall rise higher than the visual spring line of the Rotunda dome (elevation 631.75 feet above sea level).

1.3.1.2 POLICY FOR PARKING SPACE PLANNING

In addition to the VUSBC and ADA, refer to the [Parking Policy for Capital Projects](#) which applies to all new buildings, additions and major renovations. Parking on site and off site in designated University parking lots or structures may be considered in meeting parking requirements when committed to employees, students and public visitors using the building(s). Parking plans may be developed for entire complexes that address the total parking spaces available for all buildings and their associated Use Groups. Determination of site parking shall be achieved in programming, but not later than Preliminary Design, as coordinated through the Project Manager in consultation with the Office of the Architect for the University.

Accessible parking spaces shall be located closest to the nearest accessible entrance on an accessible route and no more than 250 feet from the accessible entrance.

1.3.1.3 MINIMUM STANDARDS FOR PARKING SPACES

The following minimum parking space dimensions are standards for use in the design of parking decks, parking garages and parking lots on University property. Parking configurations and aisle widths shall be designed to meet or exceed the minimum dimensions recommended by recognized parking design standards. Consideration shall be given to the duration of parking/turnover rate in the sizing of spaces and aisles and to the protection of columns and walls by the use of wheel stops, bollards or guardrails.

Parking Decks, Lots and Garages Utilizing Self-Parking		
Vehicle type	Minimum Width	Minimum Length
Standard cars	8'-6"	18'-0"
Compact cars*	8'-0"	15'-0"
Handicapped spaces**	See 2010 ADA Standards 502	

*Compact car spaces may be incorporated/designated when restrictions by walls, columns, piers, or other restraints impede the use of standard size spaces.

** Locate H/C spaces to minimize H/C users' exposure to crossing traffic.

1.3.1.4 SITE INVESTIGATION

The A/E shall not rely on University records pertaining to site conditions as existing records are not guaranteed to be accurate. In coordination with the Project Manager, the A/E shall determine any site investigation, including underground utilities and/or structures, warranted to reasonably prevent conflict or unforeseen project cost.

1.3.1.5 BUILDING CONSTRUCTION IN A FLOOD PLAIN

Executive Memorandum 2-97 prohibits the construction of new University-owned buildings within the 100-year flood plain unless a modification is granted by the University Building Official, and after consultation with the State Coordinator for the National Flood Insurance Program.

1.3.2 STORMWATER MANAGEMENT / EROSION AND SEDIMENT CONTROL

1.3.2.1 GENERAL REQUIREMENTS

All projects involving land-disturbing activity subject to Virginia Stormwater Management (SWM) and Erosion and Sediment and Control (E&SC) Laws and Regulations shall be bound by the DEQ-Approved UVA Annual Standards and Specifications for SWM/E&SC. Additionally, they shall follow the guidelines of the Energy & Utilities Master Plan Stormwater section or appropriate watershed master plan for Meadow Creek or Moore's Creek. Consideration of stormwater requirements should be made early in the project planning and design process. When possible, coordinate with concurrent or future projects within the same sub-watershed to satisfy stormwater requirements and limit impact on existing habitat.

The University will ensure that their projects are located, designed and constructed to protect the water quality and living resources of local streams and rivers and the Chesapeake Bay. Projects are encouraged to manage their stormwater requirements on-site using low impact development (LID) techniques that attempt to reconnect stormwater to the natural hydrologic cycle. Vegetated stormwater management facilities should be designed as site amenities that benefit the University community by providing accessible and attractive landscapes, educational

opportunities and effective habitat. Use of a regional SWM facility to meet a project's stormwater management requirements may be used if all of the following conditions are met:

1. The project will have less than one acre of land disturbance,
2. The regional facility has adequate capacity for the project,
3. A Stormwater D&F is approved, and
4. On-site pretreatment is provided.

1.3.2.2 EROSION AND SEDIMENT CONTROL PLANS

Disturbance of land exceeding 10,000 square feet in Albemarle County or 6,000 square feet in the City of Charlottesville requires submission of an E&SC plan and narrative to the UVA Annual Standards and Specifications Administrator for approval at the Construction Documents stage of plan development. Preparation and submission of the plan and narrative shall follow the requirements of the Virginia E&SC Handbook, latest edition. In addition, the project manager must notify UVA's Annual Standards and Specifications Administrator regarding the project's certified responsible land responsible disturber (RDL) as well as provide the target ground breaking date two weeks prior to disturbance.

1.3.2.3 STORMWATER MANAGEMENT PLANS

Site-specific SWM plans shall be prepared for all projects involving a regulated land-disturbing activity exceeding one acre in Albemarle County or 6000 square feet in the City of Charlottesville. SWM plans are also required for:

1. Land-disturbing activity within a watershed of a regional water quality SWM facility; or
2. Projects that incorporate the use of stormwater Best Management Practice (BMP)

SWM Plans shall be submitted to UVA's Annual Standards and Specifications Administrator for approval with the E&SC plan, if required. The SWM plan is not a substitute for the E&SC plan.

1.3.2.4 CONSTRUCTION GENERAL PERMITS

Projects resulting in land disturbance equal to or greater than one acre must be covered under a VSMP General Permit for Discharges of Stormwater from Construction Activities (VAR10). The project's general contractor should apply for coverage under this permit. Information can be found on DEQ's website. Preparation of a Stormwater Pollution Prevention Plan (SWPPP) is a requirement of the general permit. Permit coverage is not a substitute for the E&SC or SWM plans.

1.3.2.5 PLANS AND SPECIFICATIONS

Site-Specific SWM and E&SC Plans will follow the latest regulations and design standards and include the information requested in the UVA Annual Standards and Specifications for SWM/E&SC.

Requirements shall be included in the specifications to assign to the general contractor (as part of the contract) the responsibility of E&SC and SWM at all sites (on or off the University's property) of borrowing, wasting or stockpiling of soil products. A statement similar to the following shall be used:

“The contractor shall be responsible for satisfying any and all erosion and sediment control (ESC) and stormwater management (SWM) requirements for any land disturbing activities, including but not limited to, on-site or off-site borrow, on-site or off-site stockpiling or disposal of waste materials. Before undertaking any land disturbing activity for which the plans do not specifically address erosion control and stormwater management, the contractor shall contact the UVA Annual Standards and Specifications Administrator to determine what E&SC and SWM measures are necessary. The contractor shall completely satisfy all requirements of the E&SC and SWM regulations before continuing with the concerned activity.”

1.3.3 ENVIRONMENTAL IMPACT REPORTS [EIR]

Projects, which have a projected \$500,000 or greater budget and have exterior scope of work, shall consult the Environmental Resources Department. Consultation should be scheduled prior to the construction documents submission. With the construction document submission to the Office of the University Building Official, provide verification of whether or not an EIR is to be provided.

Review by the regulatory agencies requires 60 days and shall be completed prior to commencing work.

1.3.4 EXCAVATION PERMITS

Construction documents shall incorporate requirements that the Contractor is to call MISS UTILITY seventy-two hours prior to all planned hand or machine excavation, and to submit the University of Virginia Facilities Management Energy & Utilities Department Distribution Division a [Request for Excavation Permit](#) within two hours of notifying MISS UTILITY. Drawings must be submitted with the permit request per the requirements on the form. Excavations of any depth are to be included.

The excavation permit will be issued when all known underground utilities have been identified, located and field marked. The permit is applicable to and valid for University property only. Field location of utilities is valid for fifteen calendar days from the date of issuance. After fifteen calendar days, a new permit will be required to verify locations and markings.

Applicable utilities systems include: electric, telephone, street lights, coaxial and other cable systems, water, steam, chilled water, natural gas, sanitary sewers, storm sewers and compressed air. Construction documents shall indicate that if an unmarked line is encountered or utility line damaged, the contractor must contact the Facilities Management Trouble Call Line at 434-924-1777 (24 hours per day).

In addition to University requirements, excavation permits may be required from the City of Charlottesville or Albemarle County as appropriate or Virginia Department of Transportation for excavation or other work performed within the right-of-way of streets and sidewalks maintained by those entities. Clearly identify such streets and/or sidewalks on the construction documents, and shall clearly affix responsibility to the organization, individual or group to perform excavations.

1.4 BUILDING PLANNING REQUIREMENTS

1.4.1 GENERAL REQUIREMENTS

1.4.1.1 FIRE DETECTION, SUPPRESSION AND SIGNALING SYSTEMS

All new construction must include fire detection and suppression systems. Projects within existing facilities must include fire detection and suppression systems, but the cost of added fire detection in existing facilities need not exceed 3% of the renovation project construction cost.

Academic buildings with classroom and associated office space where large groups of students change class on a regular schedule, and buildings housing research, testing and science laboratories, must include a fire protection signaling system.

1.4.1.2 FLOOR AND ROOF DESIGN LOADS

Where the live loads for each floor or portion thereof has been designed to exceed 50 PSF, such design live loads shall be conspicuously posted in that part of each story in which they apply, using durable signs.

1.4.2 SPACE PLANNING

Space planning of offices and conference rooms shall be based on the [University of Virginia Space Planning Guidelines \(Appendix E\)](#) and in consultation with the Assistant Director for Space Management. Space planning of classrooms and furnishings is established on a per-project basis in consultation with the Assistant Director. In existing buildings, reconfiguration to standards should be weighed against the impact on historic material and a cost/benefit analysis.

The A/E may not make assumptions or exceptions to the information outlined in Appendix E.

1.4.2.1 ROOM AND DOOR NUMBER ASSIGNMENT PROCEDURE

All rooms must have State Council of Higher Education (SCHEV) room numbers assigned by the Assistant Director for Space Management or, in the Health System, by the Office of Facilities Planning and Capital Development. The A/E, through the Project Manager, shall provide CAD files or half-size copies of floor plans not later than at the Preliminary Design submission for the assignment for room number assignments. Assigned room numbers shall be incorporated in the Construction Document submission. Any room configuration changes subsequent to room number assignment must be resubmitted for revised numbering.

Door numbers shall relate to assigned room numbers. A single door shall be numbered to match the room, such as 1001, 1001A or J1001 (where assigned room numbers have a suffix or prefix). Multiple doors in a room shall be numbered in a logical sequence such as 1001A, 1001B, or 1001A-1, 1001A-2.

During the bid phase the A/E shall provide a final CAD plan to the appropriate Space Administrator (Academic or Health Systems). Only relevant CAD layers should be visible in the file – i.e. walls, windows, doors, interior ramps, stairs, elevators, shafts, toilets, partitions (low/half

walls, retractable wall systems, modular partitioning), roof outline, assigned SCHEV room numbering, room name, and occupancy load.

Where room and door-numbering signage is provided by the contractor it shall be installed prior to final inspection for occupancy or substantial completion.

1.4.3 SECURITY

1.4.3.1 DESIGN FOR CRIME PREVENTION

Projects shall be submitted to the Office of Emergency Preparedness to review campus safety, security, card access and security camera locations. The Office of Emergency preparedness will coordinate review by the Department of Police and the General Safety and Security Committee into a single review process. The Project Manager should schedule this review around the completion of Schematic Design.

Particular concerns include landscaping, building entrances, walkways and parking areas, which shall be adequately lighted and free of areas hidden from view that could encourage criminal activity. Line of sight and accessibility for police personnel shall be given design consideration, including proposed or future surveillance cameras.

The design process shall evaluate the following Design Checklist for Crime Prevention:

1. Make it difficult for people to harm the building, its occupants, and contents.
2. Use barriers to keep service vehicles from having easy access to areas not intended for vehicular traffic.
3. Provide adequate lighting.
4. Ensure emergency telephones are readily available. (See [1.4.3.6 Emergency Telephones](#))
5. Prevent unauthorized access from inside and outside the building to roofs, attics, adjacent buildings, and utility tunnels.
6. Design landscaping to contribute to security.
7. Incorporate Crime Prevention through Environmental Design (CPTED) concepts (See [Appendix E](#)) in the project design.

Parking under a building is not permitted and parking near a building is subject to scrutiny.

Underground utility structures (tunnels) required to have fire and emergency ingress or egress shall be alarmed to send signals to the police or a manned security post, and to FM Systems Control Center as well as to audible devices at the point of entry and elsewhere within the building or on the building exterior. These alarmed points of entry shall be keyed so that authorized personnel can interrupt and reactivate the alarm circuit when the opening is closed.

1.4.3.2 SECURITY ACCESS (CARD READER) SYSTEM

All new buildings, renovation projects exceeding \$5,000,000 in project cost, or existing buildings with a building code change of use, shall include a security access (card reader) system for all exterior doors, and for such interior doors as determined by the Building Committee. The security access system shall be installed and operational prior to the issuance of a Certificate of Use and Occupancy.

The A/E, through the Project Manager, shall determine the design and operational compatibility of the security access system in consultation with the Office of the Vice President for Business Operations (Academic buildings) or Clinical Engineering and Biomedical Communications (Health System buildings). The system shall be compatible with the University's existing door security system(s). Submittals shall include product data and shop drawings. The system and components must be fully coordinated and integrated with all other building finishes, systems and components. The system shall be submitted to the Office of the University Building Official, and to the Office of Vice President for Business Operations (Academic buildings) or ID Services (Health System buildings) for review and approval.

See also [1.4.3.5 Electronic Access Controls](#).

1.4.3.3 SURVEILLANCE CAMERA SYSTEMS

For all new buildings, renovation projects exceeding \$5,000,000 in project cost, or existing buildings with a building code change of use, the Office of Safety and Emergency Preparedness shall consider applicability of exterior and interior cameras.

When exterior cameras are requested, the project shall provide infrastructure as follows:

1. Conduit from selected exterior locations to accessible points inside the building
2. Power accessible to selected camera locations
3. Backboards at selected utility room locations, with power, data connection and adequate spatial requirements to accommodate and support the installation of a University compatible security camera system
4. The required exterior security camera infrastructure shall be installed and operational prior to the issuance of a Certificate of Use and Occupancy.

The University Architect's Office shall advise on the appearance and location of exterior cameras, consistent with achieving intended functionality.

The Department of Police will generally provide monitoring of security camera systems, but this service may require projects to provide additional monitoring capacity at the Department's central monitoring facility.

1.4.3.4 EMERGENCY NOTIFICATION MESSAGING BOARDS

All new or renovated classrooms or places of assembly with 60 or more persons shall provide a University furnished, contractor installed emergency notification messaging board and Ethernet connection.

Major renovations (10,000 square feet or \$1,000,000 construction) shall incorporate security access systems. Smaller renovations will be determined on a case-by-case basis. Consultation during design with the University of Virginia Police Department and/or Hospital Security, as appropriate, shall seek to assure the adequacy of the proposed design including incorporation of Crime Prevention through Environmental Design (CPTED) concepts in [Appendix D](#).

Power for security systems and devices is to be from an emergency circuit where available.

1.4.3.5 ELECTRONIC ACCESS CONTROLS

1.4.3.5.1 GENERAL

Exterior doors in new construction and major renovations (plus select interior doors as requested by building occupants) shall be equipped with electronic access controls connected to the University's one card system. Through standing contract with the CBORD Group, Inc., the University electronic access control uses CBORD's Squadron access control panels. Squadron panels communicate with the University's CBORD CSGold servers over the University network, granting real-time access based on privileges assigned through the one card system.

1.4.3.5.2 PERIMETER CONTROLS

Effective design and implementation of any electronic access control system requires an understanding of the intended use and typical daily operation of the facility. In order to be effective, the entire building perimeter must be addressed to determine the most cost effective combination and layering of access control, including:

1. Primary entrance (during & after hours use). Typically equipped with card reader to allow after hours entrance, door is electronically locked & unlocked by predetermined schedule. Free egress at all times. Components include:
 - a. card reader
 - b. electronic locking hardware
 - c. door position switch
 - d. request-to-exit detector
 - e. local alarm sounder
2. Secondary entrance (accessible during normal business hours only). No after-hours access, door is electronically locked & unlocked by predetermined schedule. Free egress at all times. Components include:
 - a. electronic locking hardware
 - b. door position switch
 - c. request-to-exit detector
 - d. local alarm sounder
3. "Exit Only" door. Exit doors cannot be locked. If egress control is required, a "Delayed Egress" function is allowed in some instances with approval by the University Building Official. All of the delayed egress requirements noted in the code must be included. Components include:
 - a. door position switch
 - b. local alarm sounder
 - c. request-to-exit detector (not installed if designed for emergency exit only)

When determining whether card reader, electronic locking/unlocking, or monitoring should be specified, it is important to evaluate occupancy and use patterns for the facility. Where possible, points of highest traffic shall be equipped with electronic hardware for daily locking/unlocking. Card readers shall be installed on well-lit, easily identifiable and visible entrances. Monitoring and local audible ("prop") alarms shall be configured for all entrances to discourage propping of doors after hours. Keys shall not be issued to these doors, eliminating problems and costs associated with lost/misplaced/stolen keys and associated rekeying

expenses. Lost cards can be immediately deactivated and new credentials issued without impacting other facility users.

1.4.3.5.3 SELECTION OF ELECTRONIC DOOR HARDWARE

The A/E shall follow the guidelines below when specifying electronic door hardware:

1. Function shall be fail secure:
 - a. Hardware provides free mechanical egress
 - b. No connection required to building fire alarm system

Note: certain life safety or fire code provisions may dictate the use of fail-safe hardware and interconnection with the building fire alarm system for specific doors. These exceptions must be coordinated with the Project Manager and reviewed by the University's access control specialist.
2. Electric locks, electric strikes and electric trim shall be 24Vdc. Provide filtered & regulated 24Vdc to power electric strikes, locks and trim.
3. Electric latch retraction devices (See [Appendix F](#) for approved equipment list):
 - a. Typically require a manufacturer-specific power supply high in-rush current dictates conductor size and maximum cable length to power supply.
 - i. Max cable length may dictate installation of power supply near door
 - ii. Where possible, mount power supply in access control closet
 - b. Power supply to be mounted in central access control closet, adjacent to Squadron controls, with 120V AC cord and plug connection.
 - c. Specify hardware which includes battery backup integral to power supply
4. ADA doors with power operators shall be equipped with electric strike or electric latch retraction device and be interconnected with the electronic access controls.
5. If pulls are desired on both leaves of double doors, both leaves shall receive electronic hardware (i.e. both doors unlock/unlatch on card swipe).
 - a. If electric hardware is not desired on both leaves, the inactive leaf shall not be equipped with an exterior pull.
 - b. Double doors with a single active leaf and one inactive leaf must be configured to ensure positive automatic latching of the inactive leaf whenever the active leaf is closed and latched. Manual head/foot bolts are not permitted on doors with electronic access controls.
6. Magnetic locks are discouraged due to increased life safety concerns (connection to fire system, local physical bypass switch, etc.).

1.4.3.5.4 SPECIALTY HARDWARE

In addition to standard electronic hardware, which can be activated/controlled via relay contact closure or application of power, specialty products: Schlage AD-300 networked wired locks and Schlage AD-400 networked wireless locks are integrated with and fully configurable through CSGold. These specialty hardware options require far less door & frame prep than standard hardwired installations, and can in some instances significantly reduce installation costs.

1.4.3.5.5 INFRASTRUCTURE REQUIRED

The A/E shall provide infrastructure for access control projects to include the following:

1. A dedicated location for installation of access controls per the following requirements:
 - a. Provide a dedicated room/closet with:
 - i. Locking door with electronic hardware and card reader
 - ii. Minimum 32 SF available wall surface area
 - iii. Controlled temperature and humidity
 - iv. Minimum two each dedicated 120V, 20 amp quad receptacle on emergency circuit with generator backup (if available). Facilities with large numbers of controlled doors or extensive use of latch retraction devices may require additional circuits or outlets.
 - v. Network (data) drop per V1000RX or V1000EVO controller
 - vi. Open paths/sleeves to pull cable from controls to door locations
 - b. Controls shall be installed per schematics in [Appendix D](#) and the following:
 - i. Squadron controls shall be installed per the latest edition of CBORD Squadron Access Control Installation Guide.
 - ii. All cable shall be neatly routed around Squadron modules through finger duct (see schematics in [Appendix D](#)).
 - iii. Composite cable outer jacket shall be stripped the minimum amount necessary to create adequate slack for termination of individual cable elements. Outer jacket shall be labeled with door number / designation at both ends of cable.
 - iv. Squadron connectors (V100, V200, V300) shall be labeled with door number/designation via self-adhesive label applied to face of module.
 - v. Fuses in low voltage power supplies (Altronix) shall be labeled with door or module designation of the device powered.
 - vi. Power supplies serving electric latch retraction exit devices shall be labeled with door number / designation via self-adhesive label applied to the outer cover of the power supply.
 - vii. Outer jacket of cables feeding individual exit devices shall be labeled with door number/designation at both ends.
2. Open raceways (EMT or LFMC only) with pull string from accessible and dedicated 8"x 8" junction box to points of termination within the door and doorframe. Refer to [Appendix F](#) for sample details. These are representative sketches intended to convey preferred routes for cable and typical installation details for various components and local conditions. In addition to these line drawings, the following points shall be verified during design and construction:
 - a. AC power shall not be run in the same conduit or junction box as low voltage access control cable
 - b. Conduit routed to doorframe shall have the minimum number of wide radius bends required to reach the desired location. In no instance shall bends exceed 180 degrees without an intermediate (and accessible) junction box or pull "L"
 - i. Minimum conduit size to accommodate composite cable is 1" C
 - ii. Minimum conduit size to accommodate up to three individual cables separated from the composite cable is ¾" C
 - iii. Minimum conduit size to accommodate one or two cables separated from the composite cable is ½" C
 - c. Install pull strings from junction box to point of termination in all conduits

- d. Grouted frames shall be equipped with mortar boxes around electric hinges, electric power transfers, electric strikes, door contacts, etc.
- e. Use factory installed raceway within hollow metal frames
- f. Where ADA operators are installed:
 - i. ADA push button must be hardwired to the ADA operator
 - ii. Card reader shall be installed adjacent to ADA pushbutton, and may share a common conduit run to the 8"x 8" junction box

1.4.3.5.6 CONTRACTOR-FURNISHED COMPONENTS

The contractor shall furnish the following components and services with respect to access control projects (See [Appendix F](#) for approved equipment list):

1. Card readers
2. Alarm horns/sounders
3. Request-to-exit devices (motion detectors)
4. Door position switches (door contacts), normally open
5. Modular DC power supplies serving:
 - a. Squadron controls
 - b. Request-to-exit devices (motion detectors)
 - c. Alarm horns/sounders
 - d. Electric strikes/locks
 - e. Note: power supplies for latch retraction hardware shall be provided by hardware supplier
6. Cable

1.4.3.6 EMERGENCY TELEPHONES

New buildings, new parking lots and major site work projects shall provide location(s) for emergency telephone(s) that are accessible, hands-free operated and located on or near lighted walkways providing visibility and comfort in their use. The Project Manager shall determine approved locations and type of installation in consultation with the University Safety and Security Committee.

Two types of emergency telephone styles are applicable. In all installations the telephone shall be University provided and installed on or in the assembly. Power for emergency telephones is to be an emergency circuit where available:

1. The type applicable to most locations is a Facilities Management fabricated and installed assembly as illustrated in [Figure 5](#); installation will include all necessary wiring, cabling, the telephone and the light fixture.
2. For areas determined by the University Safety and Security Committee and large parking lots (more than 49 cars), the use of a pre-manufactured "tower" type emergency telephone assembly is appropriate. For each 99 parking spaces, an additional emergency telephone is required. The University Landscape Architect must approve "tower" type assemblies taller than 8' for large parking lots where visibility over vans and similar taller vehicles is required.

Where tower-type emergency telephones are specified, the design shall be similar to GAI-Tronics Corporation Model 234 Stanchion and/or model ETP-MT/R by Talk-A-Phone Co., and shall be ADA compliant. Color(s) shall be approved by the University Landscape Architect.

1.4.4 HAZARDS

1.4.4.1 ASBESTOS ABATEMENT

1.4.4.1.1 GENERAL ASBESTOS ABATEMENT DISCOVERY REQUIREMENTS

Buildings constructed prior to 1988 are presumed to have Asbestos-Containing Materials (ACM) until such materials have been tested and found not to contain asbestos. The University shall test for ACM prior to submittal of the Preliminary Design in accordance with [UVA policy on ACM Management](#) through the Office of Environmental Health & Safety (OEHS). An asbestos survey/inspection report must be made available to the project A/E for information and use in preparing the project documents and cost estimate for asbestos abatement. The A/E is responsible to the University to coordinate the design with the asbestos abatement work in order to prevent conflicts, claims and work stoppages.

If asbestos-containing materials are found, the University's licensed asbestos designer in concert with the A/E will prepare an Asbestos Abatement Specification. Based on the asbestos survey/inspection report and the Asbestos Abatement Specification, the construction documents shall indicate all locations where ACM have been found and/or where ACM are to be disturbed.

The demolition plan sheets and the architectural floor plan sheets for each floor shall have an *Asbestos Disclosure Statement* indicating one of the following:

1. "An asbestos inspection was performed and no asbestos-containing materials were found. The asbestos survey/inspection report is available to the Contractor(s) for demolition and construction."
2. "An asbestos inspection was performed and asbestos-containing materials were found generally in the areas indicated. However, the Work in this Project is not intended to disturb the existing asbestos-containing materials. The asbestos survey/inspection report and the Asbestos Management Plan are available to the Contractor(s) for demolition and construction."
3. "An asbestos inspection was performed and asbestos-containing materials were found generally in the areas indicated. The asbestos survey/inspection report is available to the Contractor(s). The asbestos-containing materials shall be removed prior to any other Work being performed in these areas. The Asbestos Abatement Specification is included in the documents. OEHS will mark-up the Asbestos Management Plan to show the "As-Built" conditions at the conclusion of the Work."
4. "An asbestos inspection was performed and asbestos-containing materials were found generally in the areas indicated. The asbestos survey/inspection report and the Asbestos Abatement Specification are available to the Contractor(s) for demolition and construction. Asbestos-containing materials shall not be disturbed in this Work except where specifically indicated and required for connections to utilities. Where such connections are required, the UVA PM and OEHS will determine approved procedures

as specified. The asbestos-containing materials that are to remain and the new non asbestos-containing material shall be labeled accordingly. OEHS will mark-up the Asbestos Management Plan to show the “As-Built” conditions at the conclusion of the Work.”

In addition, the use of materials that contain asbestos shall be prohibited in any new construction or renovation work. See section 11 (e) of the [General Conditions of the Contract for Capital Outlay Projects](#) for asbestos-related work insurance requirements.

1.4.4.1.2 ASBESTOS REMOVAL

Asbestos removal requires a building permit. All ACM that may be disturbed as a result of the Work must be removed or properly repaired. The University has two contracting options for use in removal of asbestos:

1. A separate contract for removal of the asbestos prior to renovation, demolition or addition; or,
2. A contract where the abatement is an integral part of the renovation, addition or demolition project in which the general contractor is licensed as an asbestos contractor or hires a licensed asbestos abatement Subcontractor to perform the work.

1.4.4.1.3 REMOVAL AND REPLACEMENT OF SPRAYED-ON FIREPROOFING

The A/E, in consultation with the University, shall verify early in the design phase with the Office of the University Building Official the original purpose of any fireproofing material to be removed or replaced and what, if anything, must be done to restore the fire resistive characteristics. If sprayed-on ACM is to be replaced, the A/E shall submit copies of the proposed specifications for the intended replacement material and any bridging encapsulate for review. The bridging encapsulate must be correctly matched with the replacement material to ensure maximum bonding strength and to maintain the intended fire rating integrity of the assembly. See also [4.2.4 Spray Fireproofing Design and Specification](#).

1.4.4.1.4 ASBESTOS RELATED WORK INSURANCE REQUIREMENTS

See SECTION 11(e) of [General Conditions of the Contract for Capital Outlay Projects](#) requires the asbestos contractor or subcontractor, as the case may be, to name the A/E as an additional insured on the contractor’s liability insurance with asbestos coverage. Where the A/E for the renovation project prepares the asbestos project drawings, the requirement of SECTION 11(d) to name the A/E as an insured party is waived. Professional Liability/Errors and Omissions insurance, with asbestos coverage, in an amount not less than \$1M is required.

1.4.4.1.5 CONFLICT OF INTEREST POLICIES

All laboratories utilized for asbestos sampling analyses for project purposes shall have no direct business or financial relationship with the contractors conducting asbestos abatement activities.

1.4.4.2 SPECIAL PROCEDURES FOR LEAD CONTAINING PAINT

In renovation and demolition projects OEHS shall conduct a survey for lead-containing paint, documenting all quantities and locations found. Where lead-containing paint is suspected or pre-determined, an estimated cost for any special procedures required shall be included in the cost estimate supporting the construction budget or budget request.

The construction documents for all renovation, demolition and addition projects shall indicate all locations where lead-containing paint is to be disturbed or to remain, and shall include a *Lead-Containing Paint Disclosure Statement* indicating one of the following:

1. "A lead-containing paint inspection was performed and no lead-containing paint was found."
2. "A lead-containing paint inspection was performed and lead-containing paint was found in indicated areas. However, the work in this project is not intended to disturb existing lead-containing paint."
3. "A lead-containing paint inspection was performed and lead-containing paint was found in the areas indicated. The contractor shall be responsible for compliance with all VOSHA regulations regarding lead-containing paint protection for workers."

Following removal of lead-containing paint, additional TCLP tests in accordance with EPA guidelines shall be done on these materials to determine disposal requirements as hazardous waste or as ordinary construction debris. It is unlawful for materials identified as hazardous waste to be disposed of with ordinary construction debris.

1.4.4.3 CONFINED SPACE REQUIREMENTS

All structures shall be designed in an effort to minimize confined spaces where configuration, size or location hinders the activities of the employees who must enter and work in the space and the space is not designed for continuous occupancy (examples include underground vaults and tanks). Where newly created confined space is unavoidable, the following guidelines must be considered to reduce the hazards associated with the space:

1. Install a remote monitoring and inspection system and automated cleaning system to eliminate or minimize the need for entry.
2. Provide mechanical ventilation to avoid build-up of contaminants or combustible atmospheres.
3. Design adequate means of entry and exit to accommodate persons who may be required to wear personal protective equipment, a breathing apparatus, and protective clothing.
4. Design suitable illumination on emergency power (no timer switches) for safe entry, conducting work and exiting.
5. Eliminate fall hazards. Provide fixed ladders, guardrails, platforms and anchor points for personal fall arrest systems, and provide non-slip work surfaces (e.g., textured flooring).

1.4.4.4 EMERGENCY GENERATORS & OTHER FUEL BURNING EQUIPMENT

All fuel burning equipment requires evaluation for inclusion in the University of Virginia Federal Title V Air Permit and for permitting as a new stationary source (9VAC5-80). The Project Manager is to provide the Associate Director for Environmental Resources with the following information to facilitate the environmental review and permit applications:

1. Copy of the manufacturer's specifications
2. Copy of any available emissions data from the manufacturer
3. Size/capacity (kW, hp or btu/hr)
4. Manufacturer, model number and serial number
5. Fuel type
6. Fuel tank specifications
7. Generator/boiler and tank location
8. Installation completion date

The manufacturer's specifications must be provided for each new piece of fuel burning equipment before they are purchased. FM Environmental Resources shall be notified of any removal, replacement or modifications of any fuel burning equipment in order to maintain the University's permit documentation accordingly.

The Contractor shall submit the emissions certificate from the manufacturer documenting the air emissions performance.

Generator fuel shall be ultra-low sulfur diesel (max sulfur of 15 ppm) and shall meet regulatory requirements. A fuel certification shall be provided by the Contractor and include:

1. Name of supplier
2. Date of fuel received
3. Volume of fuel delivered in shipment
4. Statement that oil complies with ASTM specs for No. 2 fuel oil
5. Sulfur content of oil and method used to determine sulfur content

Exhaust stacks shall be installed so as to not cause or contribute to a condition of air pollution back into the building of interest or adjacent sensitive locations (e.g., stack height is 10 feet above rooftop, vertical discharge, avoiding discharge into nearby outside air intakes or windows).

Provide cam locks on the load side of the generator breaker for the purpose of load bank testing and temporary generator installation in the event of a generator failure. Provide 2 #14 AWG conductors from the transfer switch to the generator to enable a contact to disconnect the load bank if building power is interrupted during load bank testing.

Professional designers under contract to the University for a specific project are responsible for compliance with all legislated requirements.

See [3.1.5 Petroleum Storage Tanks](#).

1.4.4.5 HAZARDOUS WASTE STORAGE

In addition to code requirements (including rated enclosure, dedicated ventilation and floor containment system), the A/E must adhere to the following guidelines when designing a hazardous waste shipping, receiving and/or storage area:

1. Doors to the area must be equipped with locks to prevent unauthorized entry.
2. Waste containers must be adequately segregated and contained. Provide minimum 3' of aisle space between shelving and waste containers.

3. Radioactive material storage may require special locking arrangements. Contact Radiation Safety Officer for any additional requirements.

In addition to code-required equipment (including fire suppression, extinguishers, emergency shower and eyewash), a spill kit must be provided in hazardous waste storage areas.

1.4.4.6 FALL HAZARDS

Structures shall be designed to eliminate fall hazards for persons engaged in maintenance, repairs and related activity. Where exposures to fall hazards are unavoidable, incorporate the following into building design:

1. Anchorages to which personal fall arrest equipment is attached shall be capable of supporting at least 5,000 lbs (22.2 kN) per employee attached as required by the Occupational Health and Safety Administration (OSHA Standard 1926.502).
2. Install guardrails and toe boards where people are exposed to falls $\geq 4'$. Standard railings with standard toe boards shall be installed on all exposed sides except at the entrance to the opening. The railings and toe boards shall be constructed in accordance with the ANSI standard A1264.1-1995.

1.4.4.7 SOURCES OF NOXIOUS OR TOXIC FUMES

Projects shall be designed to prevent noxious/toxic fumes from entering occupied spaces, recognizing some buildings have more stringent needs (such as where large numbers of persons gather or in medical research buildings). All new buildings and those projects involving major renovations and upgrading of heating, ventilation, and air conditioning systems shall incorporate the following:

1. Site and building design shall include consideration of outside air intakes for heating, ventilation and air conditioning related to sources of noxious or toxic fumes. The A/E and Project Manager are required to understand existing conditions and/or prevailing winds and account for these factors in the project design.
2. Outside air intakes shall be sufficiently above exterior grade (30'-0" or at third story level) and remote from loading docks, emergency or ambulance vehicle entrances, etc., on all new buildings and major renovations to avoid intake of noxious or toxic fumes associated with vehicles, maintenance equipment, electrical generators, similar sources of fumes permanently or intermittently associated with building functions and maintenance, and to discourage malicious contamination. Consideration also shall include proximity to wind-blown dust from streets, fields and ground care activities, designated tobacco smoking areas, combustion by-products, and biogenic materials related to evaporative cooling towers or intentional human contamination.
3. Dedicated mailrooms shall be exhausted and shall be under negative pressure.

1.4.5 REQUIREMENTS FOR SPECIFIC USES

1.4.5.1 CUSTODIAL ROOMS

Provide one custodial room for each 15,000 to 18,000 gross square feet, with a minimum of one room per floor. Locate closets adjacent to restrooms and elevators. Valves, electric panels and

equipment, thermostats, and terminal boards for telephone, data or other low voltage equipment shall NOT be placed in custodial rooms.

Provide a central custodial room in each building on a level accessible from a service or loading dock entrance, containing a minimum area of 130 square feet (20 square feet in trailers), to accommodate the following:

1. Floor space for one wheeled cart and one floor machine
2. 18 linear feet of heavy duty metal shelving 24" deep with 18" vertical separation between shelves, not exceeding 7'-2" from floor to top shelf
3. 3' x 3' floor sink with drain and three mop holders, with impermeable surface 2' minimum above the sink on any adjacent wall
4. Broom hanger strip to accommodate minimum of three brooms
5. Space to accommodate two stepladders
6. Space for small desk with data/telephone outlet
7. Two GFCI type duplex electrical outlets centered 18" above the floor in accessible locations (one adjacent to corridor door)
8. Motion detector switch for overhead light fixture
9. Water resistant epoxy flooring (turned up 4") with a floor drain. Floor shall slope 1/4" per foot floor to the drain throughout the room.
10. Four metal hooks mounted on inside of corridor door. If door is fire-rated, hooks may be located adjacent to the door.

See [6.4.5.4 Distribution and General Exhaust](#).

1.4.5.2 INFORMATION TECHNOLOGY SERVICES (ITS)

The Project Manager shall coordinate ITS requirements with Information Technology and Communications during Programming and Schematic Design. ITS equipment rooms shall be dedicated for ITS use only (telephone, data and entertainment video services). These rooms shall not be used to support any other building utility.

The University IT Building and Cabling Standard is applicable to newly installed systems. All systems shall meet this standard unless specific exceptions are obtained directly from the Office of UVA IT Enterprise Infrastructure.

Telecommunications room/closets shall include the following:

1. Minimum size 6' x 8' (serving up to 100 outlets). Room size must accommodate projected number of outlets served including not less than 33% growth.
2. Minimum height 9'
3. No suspended ceiling unless required by building code
4. A lockable 3' x 6'-8" out-swinging door. If in-swinging door is required by building code, the room size may need to be increased.
5. 50 foot-candles illumination level at 3' above floor, light fixtures mounted 8'-6" minimum clear above floor (no wall mounted light fixtures)
6. IT rooms shall be cooled by a dedicated piece of HVAC equipment, with the cooling source preferably from the central chilled water system. No water piping shall be run over IT equipment. Chilled water must be available the entire year. An ambient

temperature of less than seventy five degrees (typical heat load < 6,000 watts), with 30-75% relative humidity, and slight positive pressure must be maintained at all times. HVAC requirements shall be maintained 24/7 the entire year.

7. Fire-treated ¾" plywood installed from floor to 8' above floor on minimum 3 walls of room
8. Stacked vertically where possible and interconnected by four 4" bushed sleeve floor penetrations extending 1" above the floor
9. Interconnected horizontally at minimum of every three floors with a cable tray above suspended ceiling (or conduit where ceiling is not accessible), with a run distance not exceeding 90 meters.
10. Within 90 meters cable run distance of the most remote site. Multiple closets are required if this distance cannot be achieved with one closet.

Cable tray, when provided, shall be a minimum of 12" x 4" deep. See [6.6.3.1 Telecommunications](#), for additional technical requirements, such as electrical power outlets, building entrance termination, grounding, cable tray, conduit and outlets.

1.4.5.3 LACTATION ROOM DESIGN

Under The Patient Protection and Affordable Care Act (PPACA), the University is required to provide an area, other than a bathroom, that is private and free from intrusion from coworkers and the public, which may be used by an employee to express (pump) breast milk. The space can be temporarily assigned or converted for the duration of a mother's need; departments should reference the following guidelines when retrofitting existing spaces to serve this purpose. The A/E shall incorporate the following guidelines when planning lactation rooms in new buildings or major renovations:

1. Size: 50 SF
2. Location: A safe, accessible area
3. Access Privacy: Install a user-operated, indicator deadbolt that displays an "occupied" message to discourage interruptions.
4. Sound Privacy: Extend wall framing to the structure above to minimize sound transmission; install sound attenuation; installation of fabric panels on the walls is encouraged.
5. Furniture: Provide a table to be used as a work surface. Provide a comfortable, adjustable task chair with arms.
6. Electrical: Provide an electrical outlet to power breast pump and refrigerator.
7. Plumbing: Provide a sink and faucet combination deep enough to wash bottles and pump parts. Specify gooseneck or kitchen-type faucets.
8. Lighting: Specify task lighting over the work area.
9. HVAC: Locate individual thermostat in room for user control and thermal comfort.
10. Equipment: Install a compact refrigerator for milk storage.
11. Accessories: Provide trashcan, paper towel dispenser, coat hook, mirror, and hand sanitizer

1.4.5.4 UVA RECYCLING SPACE GUIDELINES

All projects shall comply with [UVA's Recycling Station Guidelines](#). For all capital projects and renovation projects involving significant spatial reconfiguration, the Project Manager shall

coordinate with [UVA Recycling](#) to determine additional trash and recycling space requirements specific to the tenants' needs and building requirements.

1.4.5.5 VIVARIUMS

Vivarium and other research or clinically related animal holding facilities are required to meet architectural, mechanical, electrical and plumbing standards established by the current edition of the [Guide for the Care and Use of Laboratory Animals](#), Institute of Laboratory Animal Resources, Commission on Life Sciences, National Research Council and National Academy Press.

1.4.5.6 LASER LABS (CLASS 4 AND 3B)

All new and renovated laboratories housing research that employs Class 4 lasers shall be designed with a laser controlled area (LCA). All new and renovated laboratories housing research that employs Class 3B lasers should be designed with a laser controlled area (LCA). The designs will be submitted to, reviewed and approved by the University Laser Safety Officer. In addition to all building code and ADA requirements, minimum design requirements for the LCA can be found at the [EHS website under Laser Safety](#).

1.4.5.7 MAKER LAB SPACES

Spaces with equipment for making and assembling that produce odors, vapors, volatiles, fumes, dust, particulates or smoke shall have adequate exhaust to remove all contaminants. Maker Labs and similar spaces shall have controlled access. An emergency eyewash shall be provided. Consult the UVA Environmental Health & Safety web page on [Shop and Studio Safety](#) for additional requirements.

1.4.6 BUILDING DEDICATION PLAQUES

Building dedicatory plaques are included as part of all new building projects. See the [Commemorative Plaques](#) on the Office of the Architect for the University of Virginia web site for design guidelines. The University shall procure and install the plaque.

Unless approved by the President of the University, building identification shall not be engraved onto or included in the fabric of the building, such as in a cornerstone, engraved stone or surface mounted lettering.

1.5 PROJECT CLOSE OUT

1.5.1 FINAL CLEANING

Final cleaning shall include, but not be limited to, cleaning in compliance with manufacturer's instructions, interior and exterior glass, mirrors, floors, other interior finishes, mechanical and electrical equipment, removal of stains and foreign substances exposed to view, vacuuming of clean soft surfaces, polishing of transparent or glossy surfaces, and other such requirements to leave the project area in finished condition. Final cleaning shall be inspected by Building Services with the Construction Administrative Manager or Project Manager.

Contractor shall be responsible for resilient floor stripping and finishes. A Green Seal floor finish shall be required. The contractor must consult with Building Services Management Team prior to the start of project floor care step.

1.5.2 SITE RESTORATION

The contractor shall restore all existing gravel areas, paved areas, walks, drives, storm drains, etc. to their original condition.

The contractor shall restore all grassed or turf areas disturbed by construction activities, including areas used for access, staging, parking and storage in accordance with established requirements in the construction documents and found acceptable to the University's Landscape Superintendent. General instructions to restore grassed or turf areas to original condition are not acceptable. Copies of the University's Turf Restoration Specifications are available through the Project Manager.

When the Project Manager directs that finish landscaping is to be accomplished by separate contract, the construction documents shall include specific requirements for leaving the site ready for landscaping.

1.5.3 OPERATION AND MAINTENANCE MANUALS/DATA

The contractor shall submit all operations and maintenance manuals to the A/E for review and approval. The A/E approved manuals shall be submitted to the Construction Administration Manager prior to final demonstration of the equipment.

For new buildings or major renovations, the contractor shall provide a cabinet for maintenance manuals in a visible, secure location sized to contain a complete set of operations and maintenance manuals.

Provide one complete set of manuals in both digital and printed format (two printed copies for Health System projects) to be delivered to the A/E for submission to Facilities Management through the Construction Administration Manager. Each set of manuals is to be in individually bound volumes based upon CSI standard specification headings.

Manual binders shall accommodate 8.5"x11" pages, be stiff-backed, plastic or canvas covered three ring type loose-leaf binders with the project name and division permanently lettered on the spine. When larger pages are necessary, they shall be neatly folded to 8.5"x11" as pullouts or foldouts.

Each copy of the manuals shall include:

1. Names, addresses and trades of all applicable subcontractors, manufacturers and equipment
2. Complete maintenance instructions from the manufacturer's local representative for each item of operable equipment, as well as the name, address and telephone number of the installing subcontractor
3. Catalog data on all items submitted and other pertinent data such as mortar colors, brick selected, and colors selected for all finished materials and fabrics

4. Catalog data on all furnished plumbing fixtures, valves, water heaters, heating equipment, light fixtures and similar equipment and systems. Manufacturer's promotional literature is not acceptable
5. Manufacturer's name, model number, service manual, spare parts list and descriptive literature for all components used
6. Preventive maintenance instructions and schedules for all major equipment
7. List of most frequently encountered breakdowns and repairs/trouble shooting manual(s)
8. Instructions for starting and operating the actual system as installed
9. Detailed one-line, color-coded wiring diagrams
10. Schedules on contractor's As-Built drawings and subsequent A/E's Record Drawings shall indicate the actual make, model and size for each piece of equipment used.
11. Sections for major equipment to be included in the Preventive Maintenance Systems Equipment Lists (See [1.5.5 Preventative Maintenance Systems Equipment Lists](#)) should be identified by unique ID number to be provided by Facilities Management CMMS staff.
12. Floor plans identifying all lighting control device locations.
13. An air handler level HVAC zone mapping floor plan that indicates which rooms are served by each air handler.

1.5.4 SPARE PARTS AND MAINTENANCE MATERIALS

Spare parts and maintenance materials shall be turned over to the Construction Administration Manager at final inspection. Keys, other than those provided by Facilities Management, shall be delivered to the Construction Administration Manager at the final inspection. Construction documents shall state these requirements. See [Appendix F: Locksets and Access Control](#).

1.5.5 PREVENTATIVE MAINTENANCE SYSTEMS EQUIPMENT LISTS

For all projects installing new or replacement equipment requiring routine/preventive maintenance by Facilities Management (FM), equipment should be clearly identified in equipment schedules within the project documents in the Construction Documents. Schedules should address components of systems including but not limited to: elevators, fire protection and detection systems, electrical, HVAC, refrigeration, roofing, water and sewer, heat distribution, plumbing, and storm water management practice.

Equipment schedules shall include unique asset ID numbers that are generated from UVA's Integrated Workplace Management System (IWMS). The numbers will be provided to the UVA project manager by the UVA preventative maintenance manager. Engineers should plan to provide equipment lists for asset ID assignment to the UVA project manager early, so as not to delay Construction Document submittal. In addition, projects demolishing or replacing existing equipment currently tracked in UVA's IWMS must clearly identify such equipment and its asset ID number(s). The UVA preventative maintenance manager may assist the project manager with identifying existing asset numbers for equipment to be demolished.

During construction, the contractor shall complete a data inventory spreadsheet (Asset Turnover Form) for all installed equipment and building components individually listed on the equipment schedule as well as any equipment added to the project scope following permit issuance. Prior to turnover to UVA, the contracting team will submit a draft of the completed data inventory (Asset Turnover Form) to the UVA preventative maintenance manager for review. Upon successful review, the

preventive maintenance manager will upload the newly installed assets into UVA's IWMS and provide barcode stickers with the unique asset IDs for each piece of equipment identified to be added to the IWMS. The Project Team will be responsible for applying barcode stickers on the installed equipment and provide all special tools, training and test equipment required for maintenance.

1.5.6 WARRANTIES AND GUARANTEES

All warranties and guarantees shall be drawn in the name of the Commonwealth of Virginia and the Rector and Board of Visitors of the University of Virginia, and shall be delivered in print and digital format by the A/E to the Construction Administration Manager.

The contractor shall submit PDF files of warranties and guarantees and one commercial quality, hardback binder sized to accommodate 8.5 by 11 inch pages, with a table of contents and one copy of each warranty or guarantee. Marked tabs shall separate warranties and guarantees in sections following the order of the specifications.

Training shall be provided to Building Services staff if new or unusual floor finishes are installed. Specification manuals for floor care shall be provided to Building Services Superintendent and Associate Director.

1.5.7 BENEFICIAL OCCUPANCY/FINAL INSPECTION

See [6.1.7 Commissioning](#).

Prior to beneficial occupancy of a project, the building(s) must be inspected and accepted, on both interior and exterior, by the Project Manager, Construction Administration Manager, A/E and the Office of the University Building Official. Exterior lighting shall be operational and exposed earth adjacent to buildings and walkways serving buildings shall be graded and protected to prevent erosion. Trash receptacle pads shall be in place and accessible to collection equipment. Any continuing construction activity on the balance of the project, including equipment and vehicle access, shall be identified on a list.

The contractor is responsible for the final inspection held in the presence of the Project Manager, the Construction Administration Manager and the A/E. The responsible Facilities Operations or Health Systems Physical Plant Zone Maintenance Supervisor shall be a participant.

Inspection of Capital Outlay projects by both the Office of the University Building Official and a representative of the State Fire Marshal is required. The Project Manager or Construction Administration Manager will coordinate this inspection(s) as determined with the A/E.

CHAPTER 2 – HISTORIC PRESERVATION

2.1 HISTORIC PRESERVATION GENERAL

The Historic District consists of buildings within the [Central Grounds Area](#), including [Thomas Jefferson's Academical Village](#), that are considered historic landmarks. In addition, many other buildings within the University are classified as historic landmarks or components of designated historic districts. A list of historic buildings within the University by preservation priority is included in the [2007 Historic Preservation Framework Plan](#).

2.2 PRESERVATION GUIDELINES

The management and conservation of historic resources is a priority requiring cooperation between departments and disciplines throughout all phases of the work. Observe the following guidelines on all projects related to historic resources at the University:

1. Historically significant structures and landscapes must be recognized and acknowledged to promote appreciation, understanding and respect for them.
2. Pursue an active program of studying and recording the University's historic resources.
3. Historic Structure Reports, Building Assessment Studies and Cultural Landscape Reports should be performed as needed on buildings and landscapes as a part of project planning.
4. An active public outreach program involving presentations by preservation staff should be developed to communicate the findings and goals of the Preservation Framework Plan to Facilities Management, the schools and departments within the University, and to the broader Charlottesville community.
5. The permanent collection of records and information chronicling the development and evolution of the University's historic resources should be maintained and enhanced.
6. An active program for listing resources on the National Register of Historic Places should be pursued.
7. Archaeology must be incorporated into projects involving ground disturbances.
8. A design review process involving preservation specialists on the University staff should be implemented to evaluate proposed repairs on, alterations to and improvements of historic resources. Revisions to projects may be necessary to avoid altering or damaging the integrity of a building or landscape.

See the [website of the Office of the Architect for the University](#) for the Historic Preservation Framework Plan, Historic Structures Report, and other preservation-related information.

2.2.1 CARE AND MAINTENANCE

In the on-going process of maintenance, the most appropriate action is the one that achieves the desired goal with the least negative effect on the historic resource. Historic resources are the product of practices and materials not commonly employed in contemporary construction; therefore

the use of traditional methods, techniques and skills for conservation should be embraced by the University to ensure appropriate repair and maintenance of historic buildings.

1. Active conservation of historic buildings and landscapes is an integral part of planning for repair and maintenance.
2. Employ the least intrusive methods of stabilization and repair when dealing with historic building fabric.
3. Retain original fabric and character-defining features. Missing original features should be replicated faithfully without reproducing original failures or shortcomings.
4. The University should maintain its staff of skilled tradespeople who are knowledgeable in traditional materials and construction practices and are capable of performing maintenance and repairs in a manner which is equal to or better than that found in the original construction of historic buildings.
5. Completed work must visually match work from the resource's period of significance.
6. Photographic and written documentation should be incorporated into all phases of work conducted on historic buildings and landscapes.

2.2.2 ADAPTIVE USE OF BUILDINGS AND LANDSCAPES

Improvements and alterations to historic resources should have minimal effect on the integrity of the building and/or landscape while extending the life and use of the resource. Alterations to accommodate ephemeral uses and occupancy should be reversible. Permanent improvements to accommodate changes in use should be executed to a degree of quality equal to or exceeding that of the original construction.

1. Evaluate the effect of proposed alterations to the integrity of the historic resource based on the significance of the building or landscape in question.
2. Consider the original design of a building or site and its significant features when planning for reuse or adaptation. Ideally the use of buildings should be compatible with their original function/plan to minimize changes to layout.
3. Ensure the installation and/or replacement of services and systems does not adversely affect the integrity of buildings and landscapes.
4. Reverse past alterations that detract from the integrity of the historic resource when circumstances allow.
5. Mothball vacant or underutilized historic buildings according to standards put forward by the National Park Service in Preservation Brief 31 to protect structures from deterioration, and maintain them until appropriate use allows for their occupancy and repair.
6. Architectural fragments, significant elements and pieces of building systems removed from structures should be recorded, archived and protected for future research and study.

2.3 ARCHAEOLOGICAL CONCERNS

On occasion, the University discovers subsurface archaeological materials requiring immediate, expedient investigation as to their merits and the means by which they will be removed or preserved. It is the University's responsibility to advise the A/E of known or suspected sites having archaeological significance, as well as the intent of the University to perform an archaeological investigation.

In the event of a discovery during construction, notify the Project Manager immediately and he/she will make provisions for site investigation.

CHAPTER 3 – SITEWORK

3.1 SITEWORK GENERAL

3.1.1 INTRODUCTION

All projects involving sitework or landscaping shall be reviewed by the University Landscape Architect, Facilities Management Landscape Superintendent, and Arboretum and Landscape Committee. Exterior signage shall be reviewed by the Office of the Architect for the University. The Project Manager shall also coordinate review by the University Police Department and the University Safety and Security Committee for security and safety issues. Facilities Management Department of Energy and Utilities reviews sitework documents related to site utilities, location of utilities with respect to landscaping and established practices for installation.

Other sections affecting sitework and landscape design include: [1.3.2 Stormwater Management / Erosion and Sediment Control](#), [1.4.4.1.2 Asbestos Removal](#), [1.4.4.2 Special Procedures for Lead Containing Paint](#), and [4.5.7 Rooftop Equipment](#). Additional information can be found at www.virginia.edu/architectoffice.

3.1.2 UTILITY SEPARATION

In addition to applicable code requirements for domestic water, a minimum of 12” vertically and 5’–0” horizontally, wall-to-wall, shall be provided between any two utilities and utilities structures.

3.1.3 CONSTRUCTION SITE FENCING

Standard construction site fencing should be 8’ chain link fencing with a top rail and green vision screening. For projects in the Central Grounds that are highly visible and with a duration exceeding one year, the Project Manager should consult with the building committee to consider the use of UVA 8’ plywood fence and associated details.

3.1.4 UTILITY TRENCH CUTS IN ROADWAYS

Utility trench cuts in roadways shall be limited to 200’ maximum and shall be covered with traffic-rated steel plates at the close of construction activities each day.

3.1.5 PETROLEUM STORAGE TANKS

All petroleum tanks, aboveground storage tanks (ASTs) and underground storage tanks (USTs), must be double-walled, and all associated underground piping must be double-walled. Underground storage tanks are not permitted without approval by the CFO.

Drawings and specifications for any tank, either AST or UST, shall be reviewed and approved by the University FM Environmental Resources for compliance with Department of Environmental Quality (DEQ) requirements and the University's more restrictive EPA Spill Prevention, Countermeasures and Control plan. Documentation of FM Environmental Resources approval is required prior to issuance of a building permit.

Copies of permits, inspection reports and approvals shall be provided by the Project Manager to FM Environmental Resources to document compliance with regulatory requirements. DEQ additionally requires the University to obtain building permits from the University Building Official for removal and replacement of tanks. The DEQ also requires that ASTs over 660 gallons and regulated USTs (motor fuel and generator fuel) be registered. All required registration information must be supplied by the contractor.

Technical standards related to storage tanks are contained in the State Water Control Board Regulations: 9VAC25-580 Underground Storage Tanks (UST): Technical Standards and Corrective Action Requirements and 9VAC25-91, Facility and Aboveground Storage Tank (AST) Regulation, and in federal regulations 40 CFR 112 pertaining to Spill Prevention Control and Countermeasures Plans (SCCC)

3.1.6 OIL INTERCEPTORS

Oil interceptors shall be provided for all parking garages and large parking lots where wash-down maintenance is performed. Interceptors shall be designed according to established standards for size and water quality control. There shall be adequate access for cleaning all areas of the separator with a vacuum pump and compartments shall be constructed horizontally. A minimum of one access point into each compartment within the separator shall be provided. Access points shall be no further than 10' apart, regardless of the number of compartments. Access covers shall have a minimum opening dimension of 24" in diameter.

3.2 SITE PREPARATION

3.2.1 SITE CLEARING AND BUILDING REMOVAL

All logs, stumps, brush, wood and refuse shall be disposed of away from University Grounds in an approved landfill. On-site burning is prohibited. When buildings are to be removed, procedural requirements and approval are required prior to demolition. The Project Manager, through Space and Real Estate Management, shall have obtained required State approval. The University shall perform an asbestos and lead paint survey and the information shall be included in the construction documents.

3.2.2 DUST, MUD AND DIRT CONTROL

The site shall be prepared in accordance with [1.3.2 Stormwater Management / Erosion and Sediment Control](#). This includes controlling dust, dirt, and mud. The regulations governing sediment control can be found in the Erosion and Sediment Control regulations 9VAC25-840 et seq. as amended. Regulations governing dust emissions can be found in [9VAC5-40-90](#) and [9VAC5-50-90](#).

3.2.3 PLANT PROTECTION

Trees, shrubs and planting beds within the Contract Limit Lines are to be protected with rigid fencing (wood or chain link) to prevent damage from external construction activities. Selection of trees to be protected shall be coordinated through the Facilities Management Landscape Superintendent. All tree removal requires prior approval by the Arboretum and Landscaping Committee. The parking of vehicles and storage of any construction materials shall not occur under the drip lines of trees to be protected.

3.2.4 EARTHWORK

Earthwork specifications shall include soil and aggregate material definitions for all materials used on the project. The soil materials shall be defined by a recognized soil classification system, such as the Unified Soil Classification System or the AASHTO Soil Classification System. The aggregates shall include gradations required for each material.

3.2.4.1 GEOTECHNICAL REPORT

A Geotechnical/Soils Report shall be included in the Appendix to the Specifications as well as a disclaimer stating that the report is not part of the construction documents. The report should include the following:

1. Subsurface profiles (boring logs) and limits showing the extent of rock, existing fill materials, water and existing unsuitable bearing materials;
2. A statement noting whether over-excavation and replacement with suitable materials is required;
3. Definition of suitable materials for structural fill, general fill and backfill. Note: Suitable materials that become saturated are not automatically rendered unsuitable;
4. For projects requiring a stormwater management plan, site soils should be classified in accordance with the US Department of Agriculture's hydrological soil group criteria;
5. The Geotechnical Report/Engineer shall set a tolerance from the optimum moisture content to account for field conditions during construction.

3.2.4.2 EARTHWORK SPECIFICATIONS

1. Specifications for fill materials shall state whether they are included in the Base Price/Bid or will be an extra cost item.
2. Rock excavation shall be included in the Base Price/Bid to the extent that locations are sufficiently identified in the Geotechnical/Soils Report.
3. The specifications shall list the tests required (i.e. ASTM, AASHTO, VDOT, or other test procedures) and stipulate the values to be achieved.

3.3 SITE DEVELOPMENT

3.3.1 PLANTING

The selection of plant material and the planting and maintenance of trees, shrubs and herbaceous plants must be consistent with the current American Standard for Nursery Stock (AAN). Warranty

period is one year minimum. The contractor's responsibilities include the protection of plantings, pest control, pruning, watering and plant material during warranty period. All plant material soil conditions must be inspected by the Facilities Management Landscape Superintendent.

3.3.1.1 SOIL PREPARATION

Soils in areas to be planted that are compacted above 85% maximum density shall be mechanically loosened to a minimum uniform depth of 24" below final grade. Inadequate soil conditions must be addressed prior to planting.

3.3.1.2 PLANTING PROCEDURES

The width of each planting hole should be three times the size of the root ball. The depth of the hole shall be 2" less than the distance from the bottom of the root ball to the root collar. The bottom and sides of the each hole should be scarified to encourage root development. Upon planting, all plants must be inspected to ensure that the root collar is exposed.

3.3.1.3 UNDERGROUND UTILITY OFFSETS

New utilities should be located so that the construction will not damage or destroy the plants to remain. Utility trenching shall not be located closer than 1'-0" for 1" diameter, with a minimum of 5'-0" and a maximum of 20'-0" for trees to remain. Damaged trees and plants shall be restored to the satisfaction of the Facilities Management Landscape Superintendent.

To preserve trees and manage underground utilities, new trees shall not be planted:

1. Within 10'-0" of any existing underground utility lines with joints
2. Within 5'-0" of any existing underground utility lines without joints (joints may occur when they are at least ten feet from the tree center in both directions)
3. Where new storm and sanitary sewer piping alignment cannot be avoided within 10'-0" of an existing or new tree, use HDPE butt-welded pressure piping.

3.3.2 SITE LIGHTING

All exterior steps, roadways and main pathways shall be lighted.

3.3.2.1 DESIGN REQUIREMENTS

1. Voltage drop calculations for site lighting circuits shall be provided with the contract document submission. Circuit wire sizes shall be such that site lighting voltage drops do not exceed 2% for new site lighting circuits and 3% total for existing circuits to which lights are added.
2. Point-by-point foot-candle calculations of the site lighting shall be provided with the contract document submission; foot-candle calculations shall include the IES design level/classification used. Unless noted otherwise below, all lighting levels and ratios shall be per IES standards and VUSBC.

Illumination Requirements			
Location/Area	Horizontal fc levels*	Vertical fc levels*	Ratio
Parking Primary walks, ramps, and pedestrian areas	1.0 avg, 0.25 min	0.5 – 0.8 avg	4:1 avg to min
Secondary walks, ramps, and pedestrian areas	0.5 avg, 0.15 min	0.5 – 0.8 avg	4:1 avg to min
Exterior steps	1.0 avg, 0.25 min	none	4:1 avg to min

* Horizontal and Vertical foot-candle (fc) levels are measured at grade.

- Light pollution study: All capital projects are required to submit a report with calculations that illustrate the amount of light emittance produced by site lighting, exterior building-mounted fixtures, and exterior light spill from interior fixtures. Calculations shall include reflection from the ground surface and interior light scattered at the surface of the exterior glazing. Two goals should be: 1) as little light as possible passing through a horizontal plane above the building; and, 2) minimizing the light passing through the vertical planes surrounding the building, above ground level. A narrative of the design intent and proposed calculations shall be included in the Schematic Basis of Design report. This report shall identify areas of greatest potential for light pollution and recommendations to minimize the impact. The final report with supporting calculations, assumptions, and recommendations shall be submitted with the contract document submission. Footcandle values shall be submitted along both horizontal and vertical planes to demonstrate how the goals have been met. The A/E shall identify the costs of the light pollution study as a line item for review by the University PM prior to conducting the study.

3.3.2.2 LIGHT FIXTURE REQUIREMENTS

All exterior lighting fixtures shall use LED lamps only. All fixtures shall be cut-off type, designed to meet Illumination Engineering Society (IES) standards for cut-off optics, unless otherwise directed. Photometric data shall be provided that shows the percentage of up light is zero. Lens shall be impact-resistant tempered glass with a minimum 0.125" thickness. All new or replacement exterior lighting in proximity to the University's astronomy observation facilities shall be reviewed by the Department of Astronomy. See [Figure 8](#) for this Observatory-Sensitive Zone.

3.3.2.2.1 LIGHT FIXTURES AND SPECIAL REQUIREMENTS FOR ON-GROUNDS FACILITIES

All exterior lighting fixtures on Grounds shall conform to the [Office of the Architect for the University's Exterior Lighting Study](#) and the [Office of the Architect for the University's Landscape Typologies and Standards](#) (OAU-LTS).

Site lighting poles and fixtures will be Owner-Furnished and Owner-Installed (OFOI). The Owner, Facilities Management Department of Energy and Utilities, will provide pole and light fixture and will make final connections. The Contractor shall provide necessary conduit and shall stub out of the building to a handhole box, and shall provide the contactor, controller photocell and wiring to the handhole. Handholes must be HS-20 or Tier 22 traffic rated, minimum. The Owner will install all conduit, wiring, foundations and poles and fixtures beyond the handhole. The Contractor shall coordinate with Owner for notification as to the schedule. All other lighting, such as building mounted, patio, courtyard and exterior steps and bollard light fixtures, shall be Contractor-Furnished and Contractor-Installed (CFCI); the Owner will not install these fixtures.

3.3.2.2.2 LIGHT FIXTURES AND SPECIAL REQUIREMENTS FOR OFF-GROUNDS FACILITIES

Light fixtures and poles shall be cast iron. When approved by the Director of Facilities Planning and Construction, aluminum poles of similar design may be used in locations where it can be demonstrated that vehicular impact is not probable. All lighting fixtures shall be furnished and installed by contractor (CFCI). See [Figure 6](#) for cast iron fixtures for major pathways and shoebox-type fixtures for parking lots and roadways.

Acceptable Fixture Manufacturers include:

1. Spring City Edgewater EFED-###-UVA with frosted panels
2. Holophane UVA ### MOOx63RG Antique Octagon
3. King KS6-S-R-EAO-V-###-277-UVA Cutoff

Lamp wattage and IES distribution type to be determined by layout.

Acceptable Pole Manufacturers:

1. Spring City 12 ESCT/7 Series
2. Holophane "West Point", 12'
3. King Luminaire 20" Octagonal, 12'

3.3.2.3 INSTALLATION REQUIREMENTS

Site lighting fixtures are to be powered with underground copper wiring in 1-1/4" PVC conduit. Burial depth shall be 18" minimum. Site lighting shall be photocell controlled in logical groups. Individual unit photocell controls are to be used only where grouping of lights is not practical.

All pole and post-mounted lighting fixtures shall be numbered on the construction documents and on the erected fixture. Fixture ID number and label size/style can be obtained from Facilities Management Department of Energy and Utilities.

3.3.3 PAVING AND CURBS

Minimum slope for all paved surfaces shall be 1%. Maximum slopes for streets, service drives and parking lots shall be 8%. Guidance on acceptable paver types may be found in OAU-LTS.

Curbs and gutters shall comply with the 6" Virginia Department of Transportation (VDOT) CG-2 Standard. Painted striped crosswalks shall be provided at all road intersections. Curb ramps shall comply with VDOT CG-12 Standards; detectable warnings shall be safety yellow (exceptions made for Historic Grounds). The use of pervious paver systems over impervious is encouraged whenever possible.

Pavement thickness at utility trenches shall be a minimum of one-and-one-half times existing pavement thickness or, as noted above, whichever is higher. Backfill in utility trenches under pavements shall be VDOT #21A above top of bedding to underside of pavement.

Unless modified by documented site conditions and geotechnical recommendations, asphalt paving shall be:

Course/VDOT Specification	Roads	Parking	Pedestrian walks
Surface/SM-9.5A	2"	1 ½ "	2"
Binder/ BM-25.0A	3"	2"	Not applicable
Sub-base/21A	10"	6"	6"
Sub-grade compaction	*98%	95%	95%

**Maximum dry density (ASTM D698, Method D)*

3.3.4 SIDEWALKS AND STAIRS

The choice of sidewalks shall be in consultation with the University Landscape Architect. Sidewalks will be separated from curbs by planting areas for pedestrian safety, except where restricted by urban site needs.

See [Figure 9](#) for concrete sidewalks. The color for concrete shall be Canvas by Soloman as specified in OAU-LTS. Any other color shall be approved by Office of the Architect for the University. Where sidewalks abut existing structures, expansion joints shall be provided. Brick sidewalks shall be constructed on concrete per [Figure 10](#). Provide positive drainage 1.5% to 2.0% to prevent water accumulation on exterior stairs. Where post-mounted handrails occur, detail the embedment to minimize deterioration of the posts and/or the concrete slab.

3.3.5 EXTERIOR SITE FURNISHINGS

The standards for BICYCLE RACKS, BENCHES, TRASH and RECYCLE RECEPTACLES, BOLLARDS and DUMPTER PADS are covered in OAU-LTS.

3.4 SITE STORM AND SANITARY DRAINAGE SYSTEMS

3.4.1 BUILDING AND SITE STORM DRAINAGE

See section [1.3.2 Stormwater Management / Erosion and Sediment Control](#) for projects required to address stormwater management.

3.4.1.1 BUILDING AND ROOF DRAINAGE

Drainage piping shall be located as approved by the Facilities Management Energy and Utilities Department and other applicable authorities when located in streets, right-of ways or easements not on University property. All building roof drainage, including external downspouts, areaway drains and foundation drains shall be connected to a storm water management practice, cistern or the storm sewer system.

If connecting to the storm sewer system, connections shall preferably be made to a manhole or a drop inlet directly. Where the preferred connection is not feasible or economically justified, the connection shall be to the storm sewer with a “Y” a maximum of 50’ away from the building. Provide cleanout at roof drain and at a change in direction of any drainage piping. Where a storm system is not available, a new system shall be provided.

3.4.1.2 STORM INLETS AND STRUCTURES

The following requirements apply to storm inlets and structures:

1. VDOT standard structures are to be used. In historic precincts, smaller dimensioned structures may be approved on a case-by-case basis.
2. Curb inlets shall be used for all surface drainage for roadways and parking lots unless vegetated swales or bio retention filters are used
3. All grates for yard inlets shall meet handicapped accessibility standards.
4. Grate inlets shall be used for all lawn areas.
5. Dome top inlets are preferred in landscaped areas.
6. Inlet grates shall be bicycle-safe and orientated with the long axis perpendicular to the direction of traffic.
7. The tops of all structures shall be flush with the pavement surface.
8. Inlet structure grating shall be heavy-duty traffic rated providing a minimum 24” clear opening for access.
9. For pipe diameters up to 18” or a depth of 4’-0”, the minimum inside size for drop inlets shall be 24”. For pipe diameters greater than 18” or deeper than 4’-0”, drop inlets shall be 48”
10. Area drains, clean outs and yard drains with minimum pipe size and cover shall use shallow cast iron fittings or heavy-duty HS 20 traffic fittings.

3.4.2 SITE STORM AND SANITARY SYSTEMS

Sanitary piping shall not be located within areas of flooding or drainage channels.

3.4.2.1 PIPING AND INSTALLATION

Storm mains shall be a minimum of 15" in diameter. Lines serving yard drains shall be 8" to 12". Roof, area and foundation drains shall be 4" to 6" for single drain laterals and 8" to 12" for multiple drain collector laterals. Sanitary pipe shall be a minimum of 4" for laterals and 8" for mains.

Storm mains 15" and above should be Class III reinforced concrete pipe. HDPE pressure pipe or solvent weld jointed schedule 40 PVC may be used for mains under 24". HDPE double-walled corrugated pipe can be used for mains up to 36". Foundation and retaining wall drains shall be perforated solid wall schedule 40 PVC with solvent joints wrapped in geotextile fabric with a stone dust bed and cover. Under slab drains can be flexible PVC.

Sanitary piping shall be cast iron (CI), ductile iron (DI), HDPE pressure pipe or solvent weld jointed schedule 40 PVC. HDPE and PVC are not allowed at the Heating plant.

Specify a minimum cover of 24" for storm pipe and 36" for sanitary. See [3.3.1.3 Underground Utility Offsets](#) for piping within 10' of new or existing trees. The minimum slope shall result in a self-cleaning velocity (2 fps minimum) for the diameter used. Pipe on a 20% or greater slope shall be secured with concrete anchors.

3.4.2.2 MANHOLES AND CLEANOUTS

Provide manholes on storm and sanitary systems adjacent to all buildings to which laterals from the building are directly connected. Laterals shall be a maximum of fifty feet (50'). Where sanitary laterals exceed 20', a clean out shall be provided just outside the building. The cleanouts shall be installed in a concrete pad flush with the surface and be HS-20 rated.

Manholes shall occur at changes in direction and in straight runs at a maximum of 400' in storm lines and 200' in sanitary lines. Manholes shall have a minimum 48" inside diameter with shaped flow troughs at the bottom. Manhole frame and cover shall be HS-20 rated, providing a minimum 24" clear opening for access.

Sanitary manholes with an invert change of 18" or two times the inlet pipe diameter—whichever is greater—shall be provided with drop piping outside the manhole. Joints in precast manholes (inside and outside) shall be filled with non-shrink grout and finished smooth. Manholes shall be coated from inside with vapor/moisture penetration preventing epoxy coating and from the outside with bitumastic/coal tar based waterproof coating.

Pipe connections to manholes shall be made with flexible rubber boots. At existing structures install sleeve prior to connection. For sanitary manholes use flexible, mechanical clamps, grout and water stop for a leak-proof connection.

3.5 EXTERIOR DOMESTIC AND CHILLED WATER PIPING

Underground water distribution pipe shall be asphalt coated, cement lined ductile iron, Class 52 or higher with flexible restrained joints. All fittings and hardware shall be epoxy coated. Branch lines 2" and

smaller can be type K copper with silver soldered joints. All mains shall be a minimum of 6" diameter. The entry point into buildings shall be made with factory flanged ductile iron pipe, class 53 or higher.

New chilled and domestic water branches shall preferably be connected to existing mains with full size tees; reducing tees or wet taps can only be used with prior approval of UVA Energy & Utilities Department. Full size resilient seal gate valves shall be provided on both branches after tees (upstream of reducers).

Buried chilled water supply pipes shall be insulated. Field installed rigid foam glass with a 50 mil poly jacket is preferred however a pre-insulated double wall pipe system can be used with prior approval of UVA Energy & Utilities Department.

Domestic water piping shall have a minimum 3' cover; chilled water lines shall have a minimum 4' cover. All buried domestic and chilled water lines shall have VDOT #10 "stone dust" or a sand bed and cover. All buried domestic and chilled water lines shall be pressure tested at 200 psig for two hours. Domestic water lines shall be bacteria tested.

3.6 EXTERIOR DIRECT BURIED HEATING AND DOMESTIC HOT WATER PIPE

Where the use of pre-insulated/direct-buried pipe for heating systems is approved all direct buried heating pipe for all steam pressures, condensate and all heating hot water temperatures shall comply with the following:

1. The carrier pipe, valves, fittings and testing for all steam pressures, steam condensate and all heating hot water temperatures shall comply with all requirements for HPS or MTHW in FDG 6.4.4.3 regardless of steam pressure or heating hot water temperature. The carrier pipe for domestic hot water and small sizes of heating hot water shall be type K copper with a 15% (minimum) silver soldered joints.
2. Shut off valves shall be provided on direct buried system on the "downstream" legs of all tees and just outside buildings that are more than 100 feet from the nearest shut off valve. The valves shall be in a precast concrete vaults or direct buried where approved by UVA Energy and Utilities.
3. The jacket shall be extruded HDPE with a minimum wall thickness of 125 mils on pipe up to 12" and 150 mils for larger pipe and a water stop between each section of carrier pipe. All HDPE on any project shall be provided by the same manufacturer. The jacket shall be pressure tested prior to backfilling. A leak detection wire shall be provided inside the jacket.
4. The insulation on hot water systems shall be rated for at least 250 degrees regardless of the actual temperature of the fluid or 700 degrees on steam systems regardless of the steam pressure.
5. The back fill material shall be sand (preferred) or VDOT #10 (stone dust). Consult with the UVA Associate Director for Utility Systems Distribution for additional information and requirements

CHAPTER 4 – BUILDING ENVELOPE

The building envelope shall incorporate materials and detailing consistent with a building life span of not less than 50 years, with optimized energy management and environmental sensitivity.

4.1 CONCRETE

Minimum concrete strength shall be 3,000 PSI. Exposed aggregate shall not be used for exterior surfaces due to freeze-thaw.

Wet curing is required. Use of a curing compound must be approved and is limited to instances where application of moisture is impractical; where application of such compounds will not jeopardize appearance of concrete or bond to additional concrete; and where concrete surface is to be finished with paint, tiles, waterproofing, roofing or chemical seal.

4.1.1 ARCHITECTURAL CONCRETE

The Contractor shall provide a sample panel for exterior exposed concrete walls prior to construction showing all finishes, texture of formed material, sandblasting, etc. Concrete used in sample panels shall be provided from the project concrete supplier and shall represent the approved mix for strength and texture.

4.1.2 CAST IN PLACE CONCRETE

Specifications shall include the following requirements:

1. ACI 301, Specifications for Structural Concrete shall be incorporated by reference.
2. Field tests of fresh concrete shall include ASTM C172 (Sampling), ASTM C143 (Slump), ASTM C31 (Specimens), ASTM 231 or ASTM C173 (Air Content), and ASTM C138 (Density).
3. The University shall engage the Services of the concrete testing laboratory to perform the sampling, cylinder preparation and delivery, testing and reporting. The Contractor shall be responsible for adequate advance Notice to the testing laboratory for the Contractor's concrete pours/placement.

4.1.3 FIBER REINFORCED CONCRETE

Use of fibrillated polypropylene fiber for secondary reinforcement to control surface cracking in exposed concrete slabs on grade is encouraged. However, fibrillated polypropylene fiber is not a substitute for reinforcing for structural and expansion/contraction requirements.

4.1.4 POST TENSIONED STRUCTURAL CONCRETE

The A/E shall give special consideration to the finished appearance of jacking-ends, insert requirements, and tendons and reinforcing steel cover of post-tensioned structural members.

4.1.5 SLAB ON GRADE

Slab on grade floors in all academic, public use and service buildings; and public use, mechanical, laundry and storage rooms in residential/dormitory buildings; shall be minimum 5" thick with WWF 6x6- W2.9xW2.9 reinforcing. Slab on grade floors in residential/dormitory buildings, other than rooms noted above, shall be minimum 4" thick with WWF 6x6- W1.4xW1.4 reinforcing. Reinforcing top cover shall be 1" minimum to 2" maximum.

4.2 SUPERSTRUCTURE

4.2.1 GEOTECHNICAL DESIGN AND EARTH PRESSURE LATERAL LOADS

Building framing shall be designed to resist Earth Pressure Lateral Loads internally. In situations of unbalanced Earth Pressure Lateral Loads against a building/structure, calculations shall be performed to verify Global stability of excavation at critical stages of construction, whether excavation support systems are used or not, and for the completed building/structure condition after final grading.

4.2.2 STRUCTURAL COMPATIBILITY WITH EQUIPMENT: VIBRATION, MAGNETICS, ELECTRICAL SENSITIVITY

Structural framing for research laboratories and other uses with sensitive instrumentation shall be designed to resist vibration. The Basis of Design Narrative shall note the vibration criteria used to develop structural calculations and construction details.

Research and medical facility structures intended to house magnetically and electrically sensitive equipment must be designed using compatible structural materials and techniques.

4.2.3 ADDITION OF LOADS TO EXISTING STRUCTURES

Prior to mounting any antennae, microwave dishes, HVAC equipment or other items on the roof of an existing building, the adequacy of the structural framing to support the additional live, dead, wind lateral loads, vibration, and overturning moments at attachments shall be checked by a licensed Structural Engineer. Rooftop additions as described above are subject to approval by the Office of the Architect and the AARB.

4.2.4 SPRAY FIREPROOFING DESIGN AND SPECIFICATION

4.2.4.1 GENERAL

Final Construction Documents shall clearly show locations, rating and type of spray fireproofing on the drawings, on typical and special details, and in the specifications.

The spray fireproofing applicator shall be qualified and/or licensed on the manufacturer product. Proof of qualification and/or licensure shall be submitted to the University.

At the intersection of structural steel members with different thicknesses of spray fireproofing, provide spray fireproofing equal to the greater thickness on all members for a distance of 2' minimum from the intersection of the members.

Spray fireproofing shall meet or exceed the fire rating on all clips, hangers, light gauge framing, support sleeves and other attachments covered at the area of attachment to a structural member.

Mark new spray fireproofing with fire rating and material type in all accessible locations at 16' intervals.

4.2.4.2 TESTING REQUIREMENTS

All spray fireproofing shall be tested after installation according to manufacturer's requirements. The University shall arrange and pay for services for field and laboratory tests and reports. The Contractor shall schedule the tests while the material is accessible. If additional tests are required as a result of non-compliance with the specifications, the additional tests and reports shall be paid for by the Contractor.

4.2.4.3 REMOVAL AND REPLACEMENT

Plans and specifications shall be submitted to the Office of the University Building Official, including any final construction documents, amendments/addenda, or change orders which may relate to the fire resistive characteristics of the structure. On every submittal, indicate construction date, original and present uses, height in floors and feet, whether the building is sprinklered, and any other information that may assist the University Building Official in his/her determination.

If asbestos-containing material (ACM) is to be replaced, copies of the specifications for the intended replacement material and the bridging encapsulate specified by the asbestos project designer shall be submitted to the Office of the University Building Official for review. Independent testing laboratory reports shall be sent through the A/E to the Office of the University Building Official.

4.2.4.4 IDENTIFICATION OF SPRAY-APPLIED FIRE-RESISTIVE MATERIALS (SFRM)

New and replaced SFRM material shall be identified at 16' intervals in accessible locations with label providing the following information:

1. Fire rated assembly design number from listing agency.
2. Hourly rating.
3. Material type and designation.

4.3 EXTERIOR ENCLOSURE

4.3.1 EXTERIOR WALLS

The use of metal stud framing in brick and other masonry veneer exterior walls is prohibited. Exceptions require prior approval, including detailed information regarding moisture barriers, stainless steel anchorage and the use of 18-gauge (minimum) studs.

4.3.1.1 MOISTURE PROOFING

University buildings shall not be designed with basement floor levels below the water table. The following criteria shall be met for other conditions:

1. Soils with little or no obvious water content
 - a. Waterproof walls and provide protection board.
 - b. Provide perforated type drainage pipe with gravel surrounding.
 - c. Backfill with suitable material that has some porosity.
2. Damp to wet soils with no obvious water source
 - a. Waterproof walls and provide protection board. If geotechnical type drainboard is used, protection board may not be required.
 - b. Provide perforated drainage pipe and (if necessary) surround with full height gravel to the underside of the impervious soil or material.
 - c. Provide impervious soil or material at finish grade.

4.3.1.2 BRICK SELECTION

During the Preliminary Design phase, the A/E shall obtain approval from the Office of the Architect for the University (OAU) for brick, mortar and joint tooling.

Wood mould brick shall be used on most University buildings. Wire cut brick shall in general be used for all University of Virginia College at Wise projects. Removal of existing brick for use on additions or renovations shall be carefully executed to prevent cracks, splits, spalls and damage to the surface integrity of the units.

Additions to existing buildings shall match the existing brick in size, color, texture and compressive strength. If new brick and/or mortar are to match an existing pattern, the specifications shall identify the wall area of roughly 100 bricks to be matched. Mortars with color pigments shall be premixed.

The specifications shall require the contractor to erect one or more wall panels (4'-0" x 4'-0" minimum) of the selected bricks, mortar, masonry backup, wall ties, insulation and limestone/precast stone trim, etc. The A/E and the Office of the Architect for the University (OAU) will approve the panel for workmanship and conformance with the approved selection of brick and mortar.

4.3.1.3 WALL DETAILS

Parapets: All parapet walls up to 3'-0" height above roofing shall be flashed from coping to roofing.

Masonry Thresholds: Brick or stone thresholds in conjunction with metal thresholds shall rest entirely on the building foundation walls.

Coatings: Water repellent coatings on above-grade masonry shall not be used.

Masonry Accessories: Water stops shall be built-in rubber type. Dovetail slots and anchors shall be used for masonry veneer over concrete walls. Weep holes shall be rope wicks (100% cotton) spaced no more than 16" on center, or if approved by the OAU, open head joint weeps with metal, mesh or plastic screens, spaced no more than 24" on center.

Cladding and Siding: Metal clad buildings shall be used only for utility type structures not located on the Historic Grounds, Central Grounds or in view from publicly traveled streets and walkways, unless approved by the OAU. Wood siding is an acceptable material only in ancillary areas such as dormers.

Flashing: All through wall flashing shall be 16-oz. minimum copper or equivalent fabric-coated copper. Stainless steel through wall flashing may be used with prior approval of the OAU. If stainless steel flashing is used, it shall be Type 304 Stainless Steel meeting the requirements of ASTM A666, and shall be a minimum of 0.018 in. (0.4572 mm) thick. Other metals or vinyl flashing shall not be used. All coping flashing shall be through wall type.

Sealants, Caulking and Seals: The color and appearance of sealants and caulk are to be approved by the OAU as part of the overall design review.

Portland Cement Plaster: Portland cement plaster stucco, with or without aggregate, may be used for base and finish coats over masonry, roughened monolithic concrete and metal lath. It shall not be used over wood lath, fiberboard lath, gypsum lath, gypsum tile or other types of base coat.

4.3.2 EXTERIOR PAINT

A color schedule for all exterior materials shall be submitted for approval by the Office of the Architect for the University.

Paint removal by open flame shall not be permitted. Where paint is removed by a heating process, a fire extinguisher must be available at the work site.

4.3.3 EXTERIOR WINDOWS

Metal windows and storefront shall have thermal break frames and insulating glass. For all buildings, the use of double-glazing is required, with a vacuum seal and low E glass.

Aside from the required use on the Historic Grounds, the use of wood windows must be approved by the Office of the Architect for the University and the Director of Facilities, Planning and Construction.

Crank operators shall not be used on operable windows. If an interior mounted storm sash is provided, it shall be hinged or otherwise readily accessible for window maintenance.

4.3.4 EXTERIOR DOORS

All main entrance doors along accessible routes shall be equipped with automated door operators. The location of wall-mounted, door operator push buttons shall be coordinated with the Office of University Building Official. Use of floor/mat activators is prohibited. See [1.4.3 Security](#).

Plastic laminate finish on exterior doors is prohibited.

4.3.4.1 METAL DOORS/FRAMES

Metal doors shall be insulated. Hollow metal doors shall have 16-gauge facing skins, be galvanized, and be one and 1 3/4" thick minimum. Knockdown frames are prohibited.

4.3.4.2 WOOD DOORS

Solid core wood doors shall be five ply, 1 3/4" thick minimum. Paneled wood doors shall be detailed and manufactured to withstand weather exposure. Use of paneled style door is restricted to the Historic Grounds when pre-approved by the Office of the Architect for the University.

4.4 ROOFING

4.4.1 GENERAL

1. Consultation with the University Roofing Project Manager is mandatory for all projects with new roofing as well as reroofing projects.
2. All roof assemblies shall be constructed as VUSBC Class A.
3. Calculations are required for all projects that include roofing and shall be provided on the drawings:
 - a. Roof drainage system calculations for primary and secondary drain capacity and sizing.
 - b. Wind uplift design pressures calculations.
4. Plans shall include basic roof information separated into discernable sections, each including: square feet area, roof type, slope directions, insulation thickness and type (when used), elevation, and deck type.
5. Where warranted by manufacturers, fasteners into concrete and masonry shall be of type that can be easily removed without damage during future roof replacements.
6. Consultation with the University Roofing Project Manager is mandatory at the conclusion of roofing and shall include presentation of:
 - a. Roofing contractor's guarantee.
 - b. Manufacturer's warranty.
 - c. Manufacturer's certification that roofing materials used comply with specified ASTM standards.
 - d. Final roofing survey report.
 - e. Form DGS-30-328 History of Roofing.

4.4.2 LOW-SLOPE ROOFS AND ACCEPTABLE ROOFING SYSTEMS

4.4.2.1 WARRANTY

1. All low-slope roofs shall obtain primary and secondary roofing and insulation materials from the roof system manufacturer to ensure a single-source responsibility for entire roofing system.
2. Manufacturer's total system warranty period shall be fifteen years; all detailing will be designed and specified to meet thirty-year warranty requirements.
3. Roofing contractor's guarantee period shall be two years.

4.4.2.2 ROOF SLOPE

1. Specify that all roofs shall slope 1/4" per foot, minimum, to drains on all new roofs.
2. Specify that all valleys shall slope a minimum of 1/8" per foot.

4.4.2.3 WIND UPLIFT

1. Complete roof assemblies shall comply with ANSI/SPRI WD-1 and ASCE 7.

4.4.2.4 INSULATION

1. Polyisocyanurate board insulation shall be used, and have a nominal average compressible strength of 25 psi.
2. Maximum single board thickness for flat insulation shall be 2".
3. Board insulation shall be installed with a minimum of two layers per manufacturer's installation instructions. Fit boards together with no gaps and stagger joints in both directions to achieve a complete thermal envelope.
4. The following items require preapproval by the University Roofing Project Manager: CFC's (chlorinated fluorocarbons) insulation blowing agent, phenolic foam insulation and organic fiberboard insulation (including use as tapered edges).
5. Mechanical fasteners for post-tensioned concrete decks or pre-stressed concrete panels require preapproval by the University Roofing Project Manager.
6. Pull tests shall be provided for all mechanically fastened systems.

4.4.2.5 ACCEPTABLE LOW SLOPE ROOFING SYSTEMS

EPDM: The preferred low-slope roof system is a single ply, fully adhered, reinforced black EPDM membrane, 60-mil thickness. The University Roofing Project Manager and FP&C Facilities Associate Director must approve single-ply membrane roof systems that do not match this standard.

Built-Up Roofing: A hybrid BUR is acceptable for heating plants and similar facilities where documented preapproval is provided by the University Roofing Project Manager. The acceptable system is a 3-ply asphalt built-up roof with a granule-surfaced modified bitumen cap sheet having a minimum cap sheet thickness of 150 mils.

Solar Reflective Membranes: For projects seeking LEED Certification or where a membrane with greater solar reflectivity is desired, documented preapproval from the University Roofing Project Manager and FP&C Facilities Associate Director is required. The membrane specified shall contain

KEE HP or have a KEE molecular weight of greater than 50%. If approved, the roof must be protected from discoloration during construction, washed, and left white at the completion of work. TPO roofs are not permitted on Academic Division Buildings.

4.4.3 STEEP-SLOPE ROOFS AND ACCEPTABLE ROOFING SYSTEMS

4.4.3.1 GENERAL REQUIREMENTS

1. 60 mil, self-adhesive polymer-modified bituminous sheet ice and water barrier with slip resistant mineral granule surface shall extend continuously: from outer edges of eaves and gutters to 30" minimum beyond the line of the exterior wall below, 30" from rake edges and roof penetrations, and 36" to both sides of valleys. Use #30 un-perforated asphalt saturated roofing felt.
2. Closed valleys are prohibited. Exceptions may be applicable for historic structures.

4.4.3.2 ACCEPTABLE STEEP-SLOPE ROOFING SYSTEMS

1. Slate
 - a. Slate from Arvonja, Buckingham County, Virginia.
 - b. Specify genuine unfading blue-black slate, ASTM C406, Grade S-1, of size, thickness, texture, exposure style, shape and color to match existing. All slate shall be hard, dense, sound, and rock punched for two nails.
 - c. No cracked slate shall be used. No broken corners on covered ends shall be allowed. All exposed corners shall be partially full. Slate used at the University is typically 3/8" thick nominally, with face dimensions of 10" wide by 16" long. No corner break shall exceed 1/2" in either dimension. Slates shall have the following physical properties:
 - d. Modulus of rupture: 9,000 psi per ASTM C120
 - e. Water absorption rate: 0.25% per ASTM C121
 - f. Depth of softening/acid resistance: 0.001 inches per ASTM C217
 - g. New slate roofs shall be installed over 3/4" tongue and groove, solid lumber decking. Use of plywood as a nailing deck is prohibited.
 - h. Copper nails are to be used to hang slate.
 - i. When ice and water barrier is used as an underlayment for slate, it shall be rated for high temperature.
2. Metal
 - a. Terne-coated stainless steel; field-formed double-lock standing-seam
 - b. Terne-coated copper; field-formed double-lock standing-seam
 - c. Copper; field-formed double-lock standing-seam
 - d. Aluminum or steel; architectural standing seam manufactured roof panel system, PVDF finish
3. Shingles (other than slate)
 - a. Use of wood shingles or shakes is prohibited, except for in-kind replacement of existing roofing.
 - b. Three-tab fiberglass or dimensional shingles may be used with preapproval from the Office of the University Architect.
 - c. Minimum warranty accepted for asphalt shingles is thirty years; lifetime warranty is preferred.

4.4.4 ROOFTOP-MOUNTED PHOTOVOLTAIC SYSTEMS

1. Consultation with the University Roofing Project Manager is required for all projects that will install photovoltaic (PV) systems on the roof.
2. The following guidelines shall be followed for PV installations:
 - a. NRCA Guidelines for Rooftop-Mounted Photovoltaic Systems.
 - b. Single Ply Roofing Industry (SPRI) Technical Bulletin 1-13.
 - c. Roof system manufacturer's requirements.

4.4.5 VEGETATED/TERRACE ROOFS AND ACCEPTABLE ROOFING SYSTEMS

See the Office of the Architect for the University's [Vegetated Roof Standards](#) for additional requirements and the Department of Environmental Quality [Design Specifications](#) for vegetated roofs for additional requirements. Submit vegetated roof plans to the Annual Standards and Specifications Administrator for compliance review.

4.4.6 UNACCEPTABLE ROOFING SYSTEMS

The following roofing systems are not permitted for use at the University unless preapproved by the University Roofing Project manager:

1. Ballasted single-ply membranes
 - a. Where accepted, minimum requirements include 10-12 pounds of ballast per square foot, double-washed, rounded and smooth river gravel, with a diameter not to exceed 1½".
 - b. Ballasted systems are prohibited on any Health System facility.
2. Mechanically fastened single-ply membranes
3. Sprayed-on polyurethane foam
4. Modified bitumen systems, except the Built-Up Roofing system noted in 4.4.2.5.
5. Cold applied roof systems
6. Any roof systems that are torch applied
7. Protected roof membrane (PMR) systems, also referred to as inverted roof membrane assemblies (IRMA), except as noted in 4.4.5.
8. Application of a new roofing system over an existing system; roof-over or re-cover

4.4.7 STEEL ROOF DECK

1. Corrosion protection is critical to maintain the structural integrity of the roof deck from moisture leaks through the roofing membrane. NRCA Bulletin 15-91 provides guidance on protection.
2. The steel roof deck is required to be Factory Galvanized, G-60 or G-90 (ASTM A924-94) or Factory coating with aluminum zinc alloy (ASTM A792).
3. 'Primer paint' coated deck is not permitted.

4.4.8 BLOCKING AND MISCELLANEOUS CARPENTRY

1. Oriented strand board (OSB) or particleboard shall be permitted only with specific approval by the University Roofing Project Manager.
2. All panel materials shall be rated for exterior use. Wood blocking to be untreated southern yellow pine, except where required by code to be fire retardant treated lumber.

3. Power-driven screw-type fasteners shall be used to fasten wood to wood, or wood to masonry.

4.5 ROOF DRAINAGE, EQUIPMENT, AND ACCESSORIES

4.5.1 GENERAL

1. New roofs and major renovations must have access via an enclosed stairway. In renovations, ladder or hatchway access is acceptable only if stairway is impractical. Means for safe access to all adjacent roof levels shall be provided from the main roof.
2. All buildings shall have a positive means of conducting rainwater from the roof to a stormwater management practice, cistern, or the storm sewer system.
3. When an entire flat roof system is being replaced on a roof and there are no secondary (emergency) roof drains or scuppers, secondary drainage shall be provided as part of the re-roofing project.
4. Metal flashing, counter flashing, cleats, clips, drip edges, exposed metal trim/ridge cap, cant strips, scuppers, eyebrow roof vents, and exposed metal valleys shall be one the following materials:
 - a. Terne-coated stainless steel
 - b. Terne-coated copper
 - c. Copper
5. Continuous cleats are required.
6. Built-in reglets shall be used for all new wall-flashing terminations. Surface applied reglets shall only be used on existing buildings where installation of built-in reglets is not possible.
7. Solder all non-expansion joints in metal work. Avoid lap joints where possible.

4.5.2 ATTACHED GUTTERS

1. On sloped roofs, adequately sized and securely installed gutters of minimum 16-gauge metal shall be specified. Stainless steel or PVDF-coated steel may be used on additions to existing buildings with similar existing gutters, and may be used on new buildings where the context does not heavily reference traditional style and/or materials. A minimum slope of 1/16-inch per foot for gutters is required. A minimum of two downspouts for each drain area shall be provided.
2. Gutter spikes are not allowed.

4.5.3 BUILT-IN GUTTERS

Built-in gutters are only permitted with an approved D&F. Where approved the following shall apply:

1. Built-in metal gutter liner shall be terne-coated stainless steel, terne-coated copper, or copper.
2. Lap joints are not permitted.
3. Expansion joints are required.

4.5.4 DOWNSPOUTS

1. Downspouts shall be a minimum of 16-gauge, shall be adequately sized and securely fastened to the vertical plane, and shall empty into a cast iron boot at grade connected to a

storm water system. For existing facilities where this is not possible, water will be directed away from the building and new splash blocks will be provided.

2. Where a building is located near trees, down leader protective baskets shall be provided to keep leaves from entering drain inlets in gutters.

4.5.5 SNOW GUARDS

1. Snow guards are required for all roofs with a slope of 6 in 12 or greater and over all entrances regardless of slope.
2. On slate roofs and historic hand-formed standing-seam roofs a minimum of three staggered rows of guards are required. Snow guards shall be butterfly type: copper, stainless steel, or bronze.
3. Wire snow guards are not acceptable.
4. On new/modern standing-seam metal roofs, use metal snow rail systems that are attached to the standing seams. Butterfly type snow guards mounted on top of the standing seams is not acceptable.

4.5.6 ROOFTOP SAFETY

1. OSHA approved fall protection shall be provided for 100% coverage on all new and replacement roofs and considered in the following order:
 - a. Elimination of Hazard: Remove maintained equipment from the roof, provide a 42" minimum height barrier (e.g. parapet, railing), keep necessary equipment and drains away from roof edge.
 - b. Protection by Fall Restraint
 - c. Protection by Fall Arrest
2. Consultation with the University Roofing Project Manager and Facilities Management's Office of Health and Safety is required for all fall protection designs.
3. Install roof anchors on all new buildings that require windows and skylights to be washed via suspension system (such as boatswain's chair, rope descent, or temporary scaffolding) and for other equipment maintenance activities that would be considered a fall hazard.

4.5.7 ROOFTOP EQUIPMENT

1. Rooftop mounted equipment (excluding fume hood exhausts, power roof ventilators, and similar equipment functionally required on the roof) is discouraged. Rooftop equipment in new construction is subject to approval by the Office of the Architect for the University and must be screened from view of other buildings, streets and walkways.
2. Abandoned equipment shall be removed and the decking repaired on re-roofing projects.
3. Where new rooftop equipment or repair/replacement of existing rooftop equipment is approved, the project must incorporate the following:
 - a. Provide adequate space and appropriate lighting for access and maintenance of the equipment. Elevated equipment must have permanently installed ladders and platforms to all equipment access panels and items requiring ongoing maintenance.
 - b. Provide durable walk pads from roof access point to and around all rooftop equipment. Walk pads must be at least 2' wide and extend 6' from the equipment on the sides requiring service accessibility.

- c. Provide 12" clearance under rooftop equipment and horizontal supporting members to finished roof (24" clearance if the equipment is > 24" wide). Supports shall be mounted and fastened to structural deck or framing, not insulation.
- d. Use of wood sleepers for rooftop equipment is prohibited.
 - i. Equipment curbs shall not be placed in drainage valleys. Crickets shall be installed on upslope sides of equipment curbs.

4.5.8 ROOF HATCHES

- 1. Where roof hatches are utilized, they shall be insulated, lockable, and feature thermal breaks.
- 2. All roof hatches will include a safety railing system and telescoping extension pole.

4.5.9 SKYLIGHT STRUCTURES AND CLERESTORY WINDOWS

- 1. The use of skylight structures, unit skylights and clerestory windows shall be approved as part of the Schematic or Preliminary Design process by the Office of the Architect of the University.
- 2. Skylights shall have exterior grills or guards to provide fall protection. Fall protection shall be consistent with OSHA recommendations.
- 3. Drawings and specifications for skylights or clerestory windows shall indicate dimensioning, flashing, sealants, gaskets, joints and other quality criteria intended to prevent leaks and minimize maintenance. All skylights shall have a minimum 5" high curb on sloped roofs; 12" on flat roofs.

CHAPTER 5 – INTERIORS

5.1 DESIGN AND FINISH CRITERIA

In general, building entrances, lobbies and significant public areas require design input and approval by the Office of the Architect for the University (OAU), coordinated by the Project Manager. The OAU may designate other building areas to be included.

As a public university, extravagant and higher maintenance interior finishes are discouraged. Interior flooring, wall coverings and ceilings shall be selected from manufacturer's standard material selection. Custom material selections are prohibited.

5.2 PARTITIONS

5.2.1 GENERAL

Metal stud or masonry partitions shall be used for all non-bearing partitions. Metal stud minimum thickness for non-bearing partitions shall be 20-gauge-Drywall (minimum thickness 0.0296 in), 16" on center. Bearing partitions shall be 20-gauge-Structural or heavier depending on loading and shall be designed in accordance with AISI S100.

Accordion folding partitions are prohibited.

5.2.2 FIRE RATED ASSEMBLIES AND FIRE STOPPING

Fire rated assembly details, with approved independent testing agency numbers, shall be indicated on architectural drawings for Preliminary Design and Construction Documents. The A/E shall incorporate into specifications the requirement that the contractor shall notify the owner's representative of non-compliant or omitted fire stopping encountered during construction. Specifications shall include requirements for closing all openings in fire-rated assemblies at the close of work each day.

Fire rated penetrations and joint assemblies shall be marked with a label identifying:

1. "WARNING. FIRE RATED PENETRATION OR JOINT ASSEMBLY. DO NOT DISTURB. NOTIFY BUILDING MANAGEMENT OF ANY DAMAGE."
2. The fire rated design number from a listing agency
3. The hourly rating
4. The manufacturer of the fire rated materials
5. The specific product used
6. The installer's name and company

5.2.3 OPEN OFFICE PARTITIONS

The University utilizes established contracts for the design, purchase and installation of open office partitions and associated components. The A/E shall review the vendor's drawings and specifications for coordination and interface with electrical systems and incorporate the system design into the contract documents.

5.2.4 GLAZING

Glazing for interior partitions shall have a minimum thickness of 1/4". Glazing in interior partitions which are 7'-0" or less above the finished floor shall be tempered glass. Structural cross rails at handrail height or a visual graphic or pattern shall be provided at all interior glazed partitions. Glass specified to have Underwriter's Laboratory (UL) Listing shall have the label left on the glass. The University will remove the labels after acceptance of the building or renovation.

5.3 INTERIOR DOORS

5.3.1 GENERAL

Doors shall have a minimum width of 3'-0" and minimum height of 7'-0". Wood doors shall be five plies, solid core with a minimum thickness of 1¾", and a lifetime warranty. Metal doorframes shall be welded construction. Clear glazed vision panels shall be used in all classroom and stair doors. Doors with a full glass lite shall have a minimum 5½" vertical stile to accept UVA standard operating hardware.

The following door types are not accepted: folding doors, pocket doors, hollow core wood doors, and plastic laminated doors. Dutch doors are prohibited in the Health System.

5.3.2 MISCELLANEOUS DOOR HARDWARE

Doors wider than 3'-0" or which have closers shall have ball bearing hinges or full length, continuous style hinges. Door closers shall be of the heavy-duty cast iron type with a minimum 10-year warranty. Aluminum bodies are prohibited. Closers shall be mounted to doors with through-bolts. Floor pivot hinges, floor closers and concealed overhead closers are prohibited.

Wall-mounted doorknob bumpers shall be backed by intermediate steel plates or channel reinforcement. Floor stops are prohibited. Doors subject to abuse by equipment associated with building function shall have kick plates as well as guards to prevent damage to door or hardware.

Power-assisted and low-energy doors are not permitted in Health System buildings.

5.3.3 LOCKSETS AND ACCESS CONTROL

See [Appendix F](#).

5.4 INTERIOR SPECIALTIES

5.4.1 FIRE EXTINGUISHERS

Fire extinguisher cabinets shall be incorporated into all projects where required by code and sized for the required extinguisher. Specifications shall state the required extinguisher type and size. Extinguishers shall be University provided and installed.

Fire Extinguisher Cabinets in existing Health System buildings shall be identified consistent with existing cabinets. Cabinets in new Health System buildings shall meet the current NFPA 10 requirements for identification of fire extinguisher locations. A wall mounted blue light shall be installed above all fire extinguisher cabinets in the Hospital.

5.4.2 INTERIOR SIGNAGE

Interior signage shall be provided by contract or by Facilities Management personnel as directed by the Project Manager. The Project Manager shall provide the University interior signage standards to the project design team. Wall mounted directories are required for new buildings, additions and renovated structures (where existing directories are not adaptable).

5.4.3 TOILET AND BATH ACCESSORIES

The A/E in consultation with the Project Manager shall consider the established practices of Facilities Operations, Health System Physical Plant or Student Housing Division in the selection of soap dispensers, paper towel dispensers and toilet paper holders.

The Health System shall have infrared controls that are hard-wired, with battery backup, on all hand washing sinks in public areas and paddle blades on sinks in clinical areas.

The following accessories shall be provided:

1. Not less than one soap dispenser per two lavatories in each restroom.
2. A 3" minimum width metal shelf above all lavatories not mounted in a countertop. Shelf shall be finished to match adjacent accessory trim and approximately 18" in length. The shelf may be integral with the mirror.
3. Mirrors shall be specified with a minimum ten-year warranty against silver spoilage.
4. Free-standing waste receptacles with a minimum capacity of 32 gallons in all toilets having more than one lavatory.
5. A/E shall specify that toilet tissue dispensers are to be University-furnished, contractor-installed per Building Services' specifications.
6. The University does not provide sanitary napkin dispensers. Sanitary napkin disposals shall be provided in all women's toilet stalls.

5.4.4 TOILET PARTITIONS

Steel, ASTM A424, Type I, commercial quality overhead braced toilet partitions are required. Alternative materials (plastic laminate, marble and high-density polymer resin) are to be approved

through the Project Manager prior to the submission of the Preliminary Design for review. Exposed particleboard or wood toilet partitions are prohibited.

5.4.5 WALL AND CORNER GUARDS

Wall and corner guards are required in corridors and other areas where service carts, moveable equipment, hospital patient stretchers or beds and similar equipment will be used.

5.4.6 CHALKBOARDS

Use chalkboards of laminated porcelain/ceramic enamel coated steel face material. Slate chalkboards are prohibited in the Health System.

All chalkboards will have trim of aluminum or wood, full width chalk trays, and tack strip with map rails as an integral part of the chalkboard assembly head trim in all classrooms. Map rail combo hook/clips are suggested for each board supplied. Include accessories for map rail use. A 50-year warranty or better is recommended for classroom chalkboards. Chalkboard color of black is recommended in classroom application.

5.4.7 CUBICLE CURTAINS

University of Virginia Health Sciences Center may utilize separate contract(s) for purchasing cubicle curtains. The A/E must incorporate the products from the selected vendor(s) into the project design and determine, with the Project Manager, the responsibilities of the contractor to be incorporated in the construction documents.

5.4.8 DRINKING FOUNTAIN WITH BOTTLE FILL STATION

In new construction and major renovation projects, provide at least one drinking fountain with an integrated water bottle fill station located in a public area of the building.

5.5 STAIRWAYS

All stairs that are not a means of egress shall be constructed to the same criteria as a means of egress stair.

5.6 INTERIOR FINISHES

5.6.1 WALL FINISHES

The minimum single layer thickness of gypsum wallboard shall be 5/8" for walls.

5.6.1.1 PAINT SELECTION AND COLOR

Paint finishes shall be satin, except for the Health System, which shall be eggshell. Trim finish shall be semi-gloss. Other paint finishes may be acceptable with approval through the Project Manager. Paint selections are to be made during the design process. Health System paint colors shall be approved by Health Systems Facilities Planning and Capital Development.

5.6.1.2 WALL COVERINGS

Wall coverings with textures capable of harboring dirt and/or organic contamination are prohibited in patient care facilities.

Specify 5% quantities in whole rolls of wall covering materials for each project in which they are used. Additional materials are to be turned over to the Construction Administration Manager.

Vinyl coated wall coverings shall be medium weight (14 to 20 oz. per square yard) in areas with average traffic (offices, reception areas, hospital rooms and dining rooms) and heavy weight (24 to 32 oz. per square yard) for areas where there is heavy traffic or wear (corridors, classrooms, gymnasiums and service areas).

5.6.2 FLOOR FINISHES

5.6.2.1 CONCRETE FLOORS

All exposed concrete floors shall be sealed.

5.6.2.2 CERAMIC AND QUARRY TILE

Ceramic tile floor and base shall be used in restrooms and showers with non-slip floor surfacing. Cement backer board shall be used in all metal stud partition systems. Detailing shall minimize moisture penetration. Quarry tile floor and base shall be used in laundries and food preparation areas and shall have integral non-ferrous non-slip surfacing.

5.6.2.3 HARDWOOD FLOORING

Hardwood flooring, excluding athletic flooring, requires Facilities Management approval coordinated by the Project Manager. Weather protected entrances shall be installed to prevent water damage. When approved for use over a concrete slab, a moisture barrier is required. Wood flooring is not allowed in patient care areas.

5.6.2.4 RESILIENT FLOORING

Resilient tile flooring shall be homogeneous solid composition with minimum 1/8" thickness. Specify American Biltrite Texas Granite 24"x24" vinyl composition tile for Health System projects. Specify 12"x12" tile for all other projects.

5.6.2.5 RESILIENT BASE

The standard resilient base in University facilities is a heavy-duty vinyl or rubber base with a minimum thickness of 0.125" and a minimum height of 4". For areas subject to heavy-wheeled equipment traffic or frequent maintenance buffing equipment, the minimum height shall 6". Outside corners shall be specified as premolded.

5.6.2.6 CARPET

The use of separate padding under carpet is prohibited except when authorized by Facilities Management. Carpet in the Health System is prohibited in all clinical areas.

5.6.3 CEILING FINISHES

5.6.3.1 GENERAL

Access to all utilities above the ceiling shall be provided regardless of ceiling type used. Access panels shall be shown on the contract documents. The A/E shall provide clear requirements in the plans and specifications for the proper reinforcement and support of lighting fixtures and access panels in finished ceilings.

5.6.3.2 SUSPENDED ACOUSTICAL TILE

When using acoustical tile systems in alterations, they should match any existing tiles in the area. Armstrong is the suggested provider in the Health System. Large interlocking tiles require prior written approval.

CHAPTER 6 – BUILDING SERVICES

6.1 BUILDING SERVICES GENERAL

6.1.1 INTRODUCTION

Heating ventilation and air conditioning (HVAC) equipment, electrical systems, elevator systems and building equipment shall be as energy efficient as possible. EPA ENERGY STAR equipment shall be provided whenever available.

University buildings shall be designed for at least a 40-year life with minimum life cycle cost rather than low first cost. All building components should be new and the most current model with readily available replacement parts for the expected life of each item.

6.1.2 CONNECTIONS TO MECHANICAL, PLUMBING, ELECTRICAL AND CIVIL UTILITIES

All utilities to a proposed building site are to be furnished from University central distribution systems, unless either unavailable or demonstrated to be impractical in terms of design or cost. Facilities Management may determine that systems designs shall accommodate development of new or future central distribution systems subject to available funds or potential supplemental funds. Utilities not available or impractical from central distribution systems must be generated at the proposed building.

Specifications shall include requirements that alterations or connections to any University domestic water, steam, hot water, chilled water, sanitary, storm, electrical, plumbing, fire protection, gas, compressed air, vacuum, medical gases, building automation systems and exterior utilities, both distribution and internal, shall be coordinated with Facilities Management Operations Department through the Project Manager.

For systems serving a building area greater than a renovation project area, or affecting other occupied facilities, specifications shall require that Facilities Operations (Health System Physical Plant for the Health System) be notified through the Construction Administration Manager not less than ten working days before such systems may be affected.

Spaces designated as unfinished in new construction shall have plumbing, HVAC and electrical utilities stubbed into them so that when they are finished in the future no demolition is required in the space and outside of it to provide utilities.

6.1.3 METERING UTILITIES

All utilities in all buildings shall be metered and shall be connected to building automation systems to be monitored and totaled at the Systems Control Center.

All meters shall be owner furnished and contractor installed and shall be installed and operational prior to connection of utilities. The operation and calibration of all meters shall be verified and corrected, if necessary, within ten working days of connection to utilities.

See also [6.3.1.2 Domestic Water Metering](#); [6.4.2.3 Meters, Gauges, Indicators and Thermostats](#); [6.6.2.4 Electricity Metering](#); [6.7 Electronic Monitoring and Controls](#); and [Appendix B](#).

6.1.4 AESTHETIC CONCERNS

All mechanical and electrical equipment and utilities shall be concealed, both on the interior and exterior of buildings, except in mechanical rooms and in laboratories that do not have suspended ceilings.

6.1.5 SOUND PRESSURE LEVEL REQUIREMENTS

Sound pressure levels around exterior mechanical and electrical equipment shall not exceed the limits set forth in the City of Charlottesville or Albemarle County Noise Ordinance, or the dBA/time limitations set forth in the Occupational Noise Exposure/Hearing Conservation Amendment latest edition.

6.1.6 OPERATIONS AND MAINTENANCE MANUALS

See [1.5.4 Spare Parts and Maintenance Materials](#).

6.1.7 COMMISSIONING

All new and replacement mechanical, plumbing, electrical and fire protection systems shall be commissioned per the requirements in LEED, ASHRAE Standard-0, and procedures as directed by the Project Manager. Requirements in those standards for testing after one year in service shall be included. In addition, all fire and smoke dampers shall be tested for operability after one year in service.

Specifications shall stipulate that until commissioning is satisfactorily completed, no heating, ventilation and air conditioning system will be accepted by the University. The warranty period on all equipment will begin only after acceptance by the University.

6.1.8 TRAINING AND DEMONSTRATION OF SYSTEMS

After commissioning is complete, but prior to beneficial occupancy or substantial completion, the contractor shall provide field training for designated Facilities Management personnel who are responsible for the operation and maintenance of HVAC, electrical, emergency safety equipment, fire protection/detection equipment and systems and stormwater management practices. Classroom training can be held prior to commissioning. Field training shall include a demonstration of all required maintenance activities and proper operation of all control sequences. Dedicated training shall be provided on equipment or systems that are new technologies or new to the University. The A/E shall schedule all training and demonstration activities no less than two weeks in advance.

Training shall cover the use and maintenance of specialty diagnostic tools and specialty diagnostic tools shall be provided to the owner. For compliance with UVA's Federal Title V Permit, a written record of training shall be generated that includes the names of trainees, the date of training and the nature of the training. This requirement applies to emergency generators, other fuel burning equipment, and other sources of air pollution. A copy of the training records shall be provided to FM Environmental Resources.

See [Appendix G: Green Building Standards](#) for additional commissioning requirements.

6.2 ELEVATORS

The A/E is encouraged to consult with the Elevator Maintenance Supervisor by arrangement with the Project Manager. Recommendations may include proven manufacturers to be included in specifications. Cab door heights over 8'-0" shall be prohibited unless approved by the Operations Department. Additional specification requirements are noted in [Appendix C: Elevators](#).

6.3 PLUMBING

6.3.1 DOMESTIC WATER

6.3.1.1 WATER SUPPLY AND TREATMENT

Domestic water is obtained from the University distribution system. New service lines shall be valved at the point of connection to the main and at entry to the building. The use of domestic water for process cooling is prohibited. Note in specifications that water lines shall be disinfected and tested for bacteria at the completion of project.

Pressure reducing valves (PRV) shall be provided in all buildings at the domestic water entrance just downstream of the meter. Provide a full size bypass loop around the PRV and meter and a strainer with blow down valve upstream of the meter bypass loop. A backflow preventer (BFP) downstream of the meter bypass loop is required, with a bypass BFP that can accommodate full flow conditions. Isolation valves shall be installed so that either BFP can be removed. Back flow preventers shall be mounted a maximum of 5'-0" above the floor and shall be readily accessible for maintenance.

Vacuum breakers used for mop sinks and food service shall be pressure type in accordance with ASSE 1020.

See [3.5 Exterior Domestic and Chilled Water Piping](#) for requirements also applicable to exterior domestic water piping.

6.3.1.2 DOMESTIC WATER METERING

Meters shall be installed at each building and shall be capable of showing cumulative gallons and of measuring the maximum and minimum anticipated flow rates. Irrigation systems, reclaimed water, boiler, chiller and cooling tower make-up and blow down shall be metered separately. Fire protection service shall not be through the domestic metered water system.

See [6.7 Electronic Monitoring and Controls](#) and [Appendix B: Utility Metering Requirements](#).

6.3.1.3 DOMESTIC HOT WATER

Parts of the University Health System receive domestic hot water at 140° F which is generated by the Central Heating Plant and delivered over a distribution system. One hundred and forty degree Fahrenheit domestic hot water is also produced in the Hospital Building. Contact Facilities Management Energy and Utilities or Health Systems Physical Plant for specific locations served. Any necessary water heaters used in Health System buildings shall be double wall.

In other areas; Instantaneous or semi-instantaneous heaters gas fired or point of use electric water heaters shall be used. Domestic hot water should be generated (and stored if needed) at 140° F.

Chemical sterilization and/or booster heater systems must be used for dishwashing needs instead of higher temperature supply hot water.

6.3.2 MATERIALS AND SYSTEMS

All domestic water piping inside buildings shall be type L hard drawn copper with soldered joints; however, mechanical joints may be used on domestic cold water downstream of the PRV. Mechanically extracted tees shall not be used. Supports and other metal parts subject to use shall be galvanized. All fittings shall be Class 150.

Shut off valves are required at the main service entrance into buildings, on each floor, on take-offs from all vertical risers, on branch lines from the mains and at the connection to each piece of equipment.

Domestic water pipe shall not be installed in or under concrete slabs on grade, except where necessitated by building entrances or under sidewalks. Pipe sleeves shall extend 2" above the floor to serve as a dam in any area where flooding is possible due to nearby plumbing fixtures or mechanical equipment.

See [Appendix G: Green Building Standards](#) for water fixture requirements. See also [5.4.8 Drinking Fountain with Bottle Fill Station](#).

All piping systems shall be hydrostatically tested after installation. The test pressure shall be 200 PSI or 1 ½ times the working pressure, whichever is greater. Components not suitable for a 200 psig test may be tested at a lower pressure and then valved off for the 200 psig test. New or modified branches can be tested at system pressure. Test duration on pipe with soldered joints shall be at least two hours; the test duration on pipe with mechanical joints shall be 24 hours.

6.3.3 IDENTIFICATION

All piping and equipment in mechanical equipment rooms and central plants shall be completely painted according to the "Scheme for the Identification of Piping Systems," ANSI A13.1 and the "Safety Code Color for Marking Physical Hazards," ANSI Z53.1, latest revisions.

All piping in buildings shall be identified by means of alphabetical stencils and color codes, showing contents of the piping and the direction of flow. Piping shall be identified at 30'-0" intervals, on both sides of penetrations through walls and floors, and at each directional change.

All valves shall also be identified with stamped brass tags or discs secured with non-ferrous beaded chain. Valve numbers shall be engraved or stamped as large as possible on tags (1" x 2") or discs (1.25" diameter) attached to the valves by 10-gauge brass "S" hooks. Provide a framed valve schedule in mechanical rooms.

6.3.4 WATER DISTRIBUTION

Note the following details when preparing plans and specifications:

1. Insulation on domestic water lines shall be continuous through floors, walls and studs.
2. Closed water piping systems shall have air vents to purge any trapped air.
3. Valves shall be compatible with piping materials. Non-ferrous full port ball valves up to 4" can be used on domestic water. Non-ferrous or ductile iron butterfly valves can be used on 2 ½" and above. Gate valves shall not be used except where provided with backflow prevention devices.
4. Drain valves shall be installed in accessible locations at all low points in the piping system to permit drainage and servicing.
5. Dielectric fittings shall not be used and 6" long brass nipples shall be used when connecting piping of dissimilar metals.
6. When plumbing fixtures are removed but not replaced, domestic water pipes shall be removed to within five pipe diameters of the main to prevent leaving a long dead leg, and terminated with a capped ball valve. Where plumbing fixtures are removed but the water pipes will be reused the pipes shall be capped to prevent debris from entering pipes.
7. Aerators shall not be used in the hospital where they would create a legionella risk.
8. Hose bibs shall be spaced at a maximum of 100' around the entire building.

6.3.5 STORM AND SANITARY WASTE SYSTEMS

The University-owned sanitary sewerage system connects to city-maintained sewerage lines and the Rivanna Water and Sewer Authority's treatment plants.

Sanitary cleanouts shall be located with a minimum floor clearance of 15" from adjoining walls or built-in features, such as toilet stalls or casework. Unless approved as an exception for servicing vertical risers, cleanouts shall not be located in vertical surfaces. Where wall clean outs are allowed, the access shall be within 1" of the wall. Also provide cleanouts on sanitary and storm lines on exterior lines within 5' of the building.

All storm lines shall be continuous from the inlet to a stormwater management practice, cistern, or the storm system outside the building; high level drains and drains from sloped roofs shall not discharge onto lower roofs unless needed for a Green Roof or LEED credit. The construction manager and contractor shall inform UVA's Annual Standards and Specifications Manager prior to installing stormwater management practices (BMPs) so they may be inspected.

Pumped discharge lines from sewage and storm ejectors shall not be combined with gravity drains inside buildings. Pumped and gravity drains shall run separately to the nearest manhole.

All gravity storm and sanitary drains shall be cast iron except for an acid resistant material where justified and for under slab and footing drains. Pumped storm and sanitary lines shall be copper; type L inside the building and type K outside. Footing drains exterior to the building shall be schedule 40 PVC or cast iron; foundation drains and sanitary drains under the slab can be Schedule 40 PVC.

6.3.6 PIPING SYSTEMS FOR GASES

Piped gas systems shall be thoroughly identified and coded and all fuel gas pipe downstream of the meter shall be above grade. Natural gas outlets shall not be installed in bio-safety cabinets or other contained rooms or areas that are not fully exhausted. Natural gas shut-off valves shall be provided at the entrance to the room in which the gas is being used. Unions shall be provided downstream of tees. Close nipples and shoulder nipples shall not be used on natural gas systems.

Piping of any gases in Health System (Hospital and Medical School) projects will require special coordination with Health Systems Physical Plant. All medical gas outlets shall be D.I.S.S. type. All piping, tubing and fittings shall be pre-cleaned. Copper shall be type K.

Vacuum pumps shall be CLAW, variable speed, oil lubricated or dry rotary vane type; liquid ring vacuum pumps shall not be used.

Air compressors shall be variable speed.

6.3.7 EMERGENCY SHOWER AND EYEWASH EQUIPMENT

Emergency eyewash and shower stations are required in areas where chemical, biological, radiological or physical hazards exist that may expose the eyes or body to corrosive, infectious or other injurious materials. These hazards and spaces include labs with and without fume hoods, HIV/HBV, hazardous drugs, caustics, battery charging stations, chemical treatment for hydronic systems, surgical suites, vivarium, art studios and maker lab spaces. The location of emergency irrigation equipment shall be made upon consultation with OEHS and will adhere to applicable regulations and consensus guidelines (e.g. The National Research Council's/Prudent Practices for Handling Hazardous Chemicals in Laboratories/National Academy Press, most recent edition). Locations shall be in the same room as the hazard, within 50 feet in the path of travel and no more than 10 seconds of walking time from the hazard. The specifications and installation of emergency irrigation equipment shall comply with the latest version of ANSI Standard Z358.1. Tempering valves are required and should be set to discharge 85°F. All spaces where Biosafety Level 2 or Animal Biosafety Level 2 (housing) and above materials are manipulated require a permanently installed eyewash and a hand wash sink.

Safety showers should be highly visible and identified with signs or decals. Showers with pull down bars are preferred over chain pulls. Provide floor drains below emergency showers.

ANSI-approved eyewash facilities shall be provided in at least one sink in each laboratory or work area (i.e., shop areas, mechanical rooms, etc.) if substances used there are known to present a potential eye hazard. The project team should work with OEHS and the customer to ensure that sink functions that will occur in the laboratory do not obscure the presence of the eyewash fountain or obstruct access.

6.4 HEATING, VENTILATION, AND AIR CONDITIONING

6.4.1 DESIGN PARAMETERS

6.4.1.1 ENERGY PERFORMANCE

See [Appendix G: Green Building Standards](#) for energy performance requirements

6.4.1.2 DESIGN CONDITIONS

See Figure 11 and 11a for inside and outside design criteria

For any Occupancy/Use not shown in the Inside Design Condition Criteria ([Figure 11](#)) consult ASHRAE Handbooks or other applicable references for suggested criteria and obtain CFO approval of conditions proposed for use in design.

6.4.1.3 CONTROLS AND SYSTEMS

1. Mount supply and return fan VFDs close enough together so the readouts can be seen at the same time without moving.
2. VAV systems that simply reduce outside airflow in proportion to supply airflow shall not be used. Spaces of different uses (such as offices and classrooms) may only be served by the same AHU if CO₂ sensors or other approved controls are provided in adequate quantity and location to ensure code required outside air to all spaces.
3. Constant volume systems shall only be used where required by program or where variable volume air control is impractical. Constant volume recirculating systems shall have a means to pre-cool and dehumidify outside air before being mixed with the return air rather than cooling the entire supply airstream to dehumidify and then reheating. A chilled water coil, heat recovery device or other method approved by Facilities Management may be used.
4. Individual offices shall have means of ensuring acceptable temperature control (user adjustable thermostat and control device, appropriate zoning or other designed means). Where air terminal devices serve multiple offices provide a temperature sensor in each office, averaged to control the air terminal device.
5. Untempered outside air shall not be supplied directly to occupied spaces or into the returns of fan coil units.

6.4.1.4 IDENTIFICATION

1. Piping and equipment in mechanical equipment rooms and central plants shall be completely painted according to the "Scheme for the Identification of Piping Systems", ANSI A13.1 and the "Safety Code Color for Marking Physical Hazards," ANSI Z53.1, latest revisions. Piping in buildings shall be identified by means of alphabetical stencils and color codes, showing contents of the piping and the direction of flow. Piping shall be identified at 30' intervals, on both sides of penetrations through walls and floors, and at each directional change.
2. Valves shall be identified with valve numbers engraved or stamped as large as possible on brass tags (1" x 2") or brass discs (1.25" diameter) attached to the valves by 10-gauge brass "S" hooks. Provide a framed valve schedule in mechanical rooms.

3. Motor driven equipment, HVAC components and major electrical boxes shall be individually numbered on the drawings by the A/E and have corresponding number plates on the equipment. (Example: For unit heaters, use UH-1, UH-2, etc., even though both units are of the same size and type.) All designations shall be integrated with and distinguished from existing designations.
4. The construction documents shall require the contractor to color identify all equipment using the numbering system shown on the drawings with a color that contrasts with the equipment finish. In finished areas, identification shall be located on the inside surfaces of access doors; in unfinished areas, on outside surfaces. Gravographic plastic or comparable plastic tags shall be used and permanently attached at both the equipment and the disconnect/VFD.
5. New equipment containing 50 pounds or more of refrigerant should have a nameplate attached which identifies the manufacturer, model and serial numbers, date of manufacture, type of refrigerant, and maximum quantity (full charge) of refrigerant in the system.

6.4.2 CHEMICAL CLEANING AND CHEMICAL WATER TREATMENT OF BOILERS AND HVAC SYSTEMS

1. The boilers, the HVAC systems, all system piping, and all system related equipment shall be thoroughly flushed out with pre-cleaning chemicals per the manufacturer's instructions.
2. In individual buildings, only closed loop systems, such as secondary heating water and process water, shall have chemical treatment (chemical treatment for fluids from central systems will be provided at the heating or chiller plant).
3. The contractor is responsible for providing all equipment, fittings, tubes, valves, connections, labor, chemicals, and miscellaneous hardware for the boiler boil-out, for the flushing, cleaning and associated water treatment and for the initial chemical water treatment for the boilers and HVAC systems.
4. The University provides chemicals to be used for the initial treatment of the system after flushing and cleaning have been completed.
5. The A/E must specify that the contractor notify the University approximately thirty days before the boil-out/cleaning of the system and the application of the chemicals are started. The University's Water Treatment Consultant shall observe and monitor the boil-out/cleaning of the system and the initial charge of chemicals required for placing the equipment in normal service.
6. The Construction Documents shall require that after cleaning and chemically treating boilers and HVAC systems, the contractor shall furnish the University, in writing, the following information:
 - a. Date of initial treatment.
 - b. Type of chemical(s) used for treatment.
 - c. Estimated date that further treatment or testing will be required.

6.4.2.1 DISTRIBUTION

1. Taps shall be provided to measure flow rate (GPM) at each pump and at each heat exchanger; however, circuit setters shall not be used. Wells for thermometers shall be provided before and after each heat exchanger.

2. Hydronic pipe shall not be installed in or under concrete slabs on grade, except where necessitated by building entrances or under sidewalks.
3. Shut off valves are required at the main service entrance into buildings and on each floor at takeoffs from all vertical risers. Full port ball valves can be used on pipe up to 4"; butterfly valves can be used on pipe 2-1/2" and larger. Gate valves shall not be used. All air handler coils, reheat coils, convectors and fan coil units shall incorporate isolation valves.
4. Strainers shall be provided at the inlet to all pumps and loads. All strainers shall be provided with blow down valves (use ball valves). Blow down lines shall be extended so the valve and valve handle are clear of the pipe insulation. The outlet shall be clear of adjacent pipe and other obstructions.
5. Hydronic pipe shall be steel or Type L hard drawn copper. Joints shall be soldered, brazed, threaded, welded, or flanged. Mechanical joints can be used on services 140°F and below. Mechanically extracted tees shall not be used. All fittings shall be Class 150 or higher. Flexible connectors can be used on terminal heating and cooling devices (they shall not be kinked).
6. 6" long (between threads) brass nipples shall be used when joining dissimilar metals. Dielectric fittings, unions, and flanges shall not be used.

6.4.2.2 TESTING AND BALANCING

1. All HVAC systems shall be tested and balanced in accordance with a standard of a recognized testing laboratory.
2. All piping shall be tested at 200 PSI or 1.5 times the design pressure, whichever is greater. Test duration shall be at least two hours; where mechanical joints (such as Pro-Press) are allowed, the hydro test shall be held for 24 hours. Pressure tests shall be witnessed by the Energy and Utilities Department System Manager, the Maintenance Superintendent, or their designees.
3. All welds in high pressure steam, pumped condensate and HTHW piping shall be x-rayed from primary to secondary systems. The x-rays of the welds shall satisfy ASME B-31.1.
4. In steam PRV stations, the pipe up to the shut off valves downstream of the first stage PRV's shall be pressure tested and x-rayed per the requirements of HPS.
5. Testing and balancing of building chilled and hot water distribution pumps shall use the revenue meters and not the DP across pumps. A portable meter with less than 1% error shall be used on branches that do not have full flow; a suitable meter can be borrowed from the University if available.

6.4.2.3 METERS, GAUGES, INDICATORS AND THERMOSTATS

Meters shall be installed at each building on each utility.

1. See [6.7.1 Application](#).
2. See [Appendix B: Utility Metering Requirements](#).
3. Gauges shall be specified on supply/return of pumps, chillers, converters and where lines enter and exit mechanical rooms.
4. Thermometers shall be specified on supply/return water chillers, air-handling units, fan coil units and at other points.
5. Gauges for general use shall have screw-type recalibration, bronze bushed movements and single unit construction.

- a. In main mechanical rooms, provide 4.5" diameter gauges for all steam pressures, and mounted a maximum of 8'-0" above the operating floor.
 - b. Gauges shall be calibrated for static head.
 - c. All gauges shall be non-pulsating.
 - d. Pipe taps for gauges shall be between the 3 and 9 o'clock positions.
 - e. Isolation valves for gauges shall be ball valves rather than gauge cocks.
6. Temperature gauges are acceptable where mercury thermometers would be difficult to read.
 7. Gauges and thermometers shall read to twice the operating pressure or temperature.

6.4.3 MECHANICAL LOCATION AND EQUIPMENT

See [4.5.7 Rooftop Equipment](#) and [6.4.5.1 Sources/Outside Air](#).

6.4.3.1 MECHANICAL ROOMS

The A/E shall, in the earliest stages of design development, be responsible for establishing and/or verifying programmatic requirements for mechanical rooms in order to provide for replacing the largest piece of equipment without removing permanent walls or large items of equipment or equipment essential to the ongoing day to day building use. In phased projects, mechanical rooms shall be sized to include equipment for all the phases.

Concrete floors in mechanical rooms shall be sealed.

6.4.3.2 FIRE SEPARATION OF EQUIPMENT

Direct fired heating equipment and make-up air heating equipment shall be separated from other air handling equipment by a one hour fire-resistance rated wall except for combination heating and cooling equipment.

Buildings with critical loads as identified by the Energy and Utilities Department shall have external taps for the connection of a portable boiler and/or chiller.

Attic spaces may be used for air handling equipment; however, compressors, condensers and distribution pumps shall not be located in attics. Attic access shall be from interior stairs (or elevator where practical), which shall be large enough and suitable for replacement of the largest component of the mechanical equipment. Attic mechanical spaces shall be equipped with space for storage of mechanical drawings, maintenance manuals, filters, etc. Floor moisture detectors shall be tied to University's Systems Control Center and all AHUs in attics shall have protection so a large leak will not flood floors below.

6.4.3.3 EQUIPMENT

All coils, pumps and fan coil units shall have adequate isolation valves to allow replacement without a total system drain down. Shut off valves on chilled water, heating hot water, steam, condensate, and glycol shall be ball or butterfly. Butterfly valves 6" and larger shall have gear operators. All sizes of valves installed higher than 7'-0" shall have chain drives. Triple duty valves are acceptable on constant volume pumps but are not acceptable on variable volume pumps.

All air handler units shall be provided with a single point of electrical hook up when appropriate to size or type. All other air handlers shall show all circuits and voltages necessary for fans, lights, etc.

Floor mounted pumps shall have suction diffusers.

Flexible pipe joints shall be braided stainless steel rather than rubber.

Cogged V-belts shall be specified for constant speed motors, HTD type belts shall be specified for motors with VFDs.

Pipe sleeves shall extend 2" above the floor to serve as a dam in all areas where plumbing fixtures or mechanical equipment present a possibility of flooding.

6.4.3.4 VIBRATION AND SOUND ISOLATION REQUIREMENTS

Mechanical and electrical equipment, associated piping and ductwork shall be mounted on vibration isolators to minimize transmission of vibration and noise to the building structure or spaces. All motors over five horsepower must be solidly attached to a base common with the driven unit to minimize alignment problems. Solid sheaves and band belts shall be used to minimize vibration in multiple V-belt driven equipment. All rotating equipment shall be balanced, both statically and dynamically. The structure supporting the equipment shall not have any natural frequencies within +/- 20% of the normal operating speeds. The equipment, while operating, shall not exceed a self-excited radial vibration velocity of 0.10" per second or an axial vibration velocity of 0.05" per second when measured with a vibration meter. Vibration test pickups shall be placed on bearing caps in the horizontal, vertical and axial directions or on equipment mounting feet if the bearing caps are concealed.

Walls and floors enclosing mechanical rooms adjacent to occupied spaces shall have a sound attenuation factor of 10 decibels or greater, above the determined or probable airborne noise level of the operating equipment. In no such applications shall the rating be less than a 55-decibel STC (Sound Transmission Class).

6.4.4 HEATING

6.4.4.1 SOURCES

1. High Pressure Steam (HPS), Medium Pressure Steam (MPS), Low Pressure Steam (LPS): Steam is available to most Health System (Hospital and Medical School) buildings at 180 psig. In many buildings in the Central Grounds, steam is available at 125 psig. All HPS piping shall be designed for 270 psig-saturated steam (413°F). HPS from the University system shall be dropped to LPS in a two-stage PRV station; the University defines the intermediate stage, usually 60 to 80 psig, as Medium Pressure Steam or MPS. Each stage shall have a 1/3 and 2/3 capacity PRV and a bypass. The MPS and LPS headers shall have pressure relief valves vented to atmosphere through the roof. Steam is generated year-round at the Central Heating Plant. Steam shall NOT be used as primary building heat where medium temperature hot water is or can be made available. Steam or MTHW shall be used for summer humidity control where required. Steam shall also be used for process use in

laboratories, food preparation areas and domestic hot water generation systems. The maximum designed steam velocity shall be 7,200 FPM.

All uncontaminated steam condensate, including condensate from clean steam humidification systems must be returned to the system. All drip condensate from humidifiers shall be returned to the building condensate system. Steam from the central plant shall not be used directly for winter humidification. Plant steam or MTHW may be used to make clean steam for humidification. Water softener and automatic blow down are required. Clean steam generators shall be shut down in the summer.

2. Heating Hot Water: See Figure 11B for plant supply and return water temperatures and seasonal reset schedules.
 - a. Medium Temperature Hot Water (MTHW): The University maintains a MTHW loop originating at the Central Heating Plant. Much of the Health Systems area and Central Grounds area are served by this system. Buildings served with MTHW shall have an isolation heat exchanger and pumped LTHW loop. Piping shall be designed for 180 PSI, 230°F.
 - b. Low Temperature Hot Water (LTHW): Some areas of the Grounds are served with distributed LTHW. Buildings served with distributed LTHW shall have distribution pumps serving the building but do not need an isolation heat exchanger.
3. Gas: Natural gas is available from the Gas Division of the Charlottesville Department of Public Works for distribution and shall be coordinated through Energy & Utilities Department. Natural gas piping systems within buildings shall be black steel. Outside distribution piping shall be approved plastic. All gas pipes downstream of the meter shall be above grade. The A/E must verify the capacity and pressure of the lines serving the area in which work is to be done.
4. The use of electric resistance as the primary source of heat is not allowed.

6.4.4.2 STEAM AND HOT WATER TUNNELS AND DISTRIBUTION SYSTEMS

All heating water above 180°F, steam and condensate mains shall be run in tunnels. Only hot water branches to individual buildings may be direct buried, with documented approval. Construction shall be designed to prevent the intrusion of water and other substances into box trenches or tunnels for a minimum of 25 years. Installation of chilled water lines and piping for toxic, flammable or hazardous gases is prohibited. Electrical or communications systems shall be limited to 120 volts and shall be installed in conduit.

The drawings for the distribution system shall include both a plan view and a profile view of the system indicating points of connection, anchorage points, loops, points of support, elevations (on profile view), junctions and crossovers/crossunders, valves, drip trap, vents and drains, with other utilities or obstructions and other pertinent data required for construction. Drawings shall also include typical and special details of supports, anchors, connections and other similar conditions.

Tunnels shall be 5' x 6' if pipes are run only on one side or 6' x 6' if pipes are run on both sides. Tunnel structure shall be designed for HS 20 traffic. Manholes for utility tunnels shall be provided

with a ladder per [Figure 13](#); consult Facilities Management Energy and Utilities Department for access requirements. Low points in steam and MTHW tunnels shall be drained by gravity or a pump with emergency backup. Drains shall run to daylight or the storm system. Provide a detail of the connection of the new steam box trench to the existing tunnel.

Steam and MTHW tunnels shall have factory applied bitumastic coating and protection board on outside and all joints shall be water proofed with sealant and 12" wide adhered membrane. Tunnels installed at or below the water table shall be fully water proofed with a rubber (EPDM) membrane. The sides and bottom of precast box trenches shall have a bitumastic coating. The top shall be covered with a waterproof membrane that overlaps the bitumastic by at least a foot.

In box conduits all steel supports should be at least 2" off of the bottom. Support members that touch the floor shall be stainless steel. All carbon steel supports in the box conduit shall have 2 coats of rust inhibiting paint.

Where the heating pipe is direct buried the piping shall be hydrostatically tested before insulating and before field joints are backfilled.

6.4.4.3 MATERIALS AND EQUIPMENT

6.4.4.3.1 PIPING, FITTINGS AND VALVES

All HPS, high pressure drip, pumped condensate and MTHW pipe including direct buried/pre-insulated piping systems shall be A-106 (see 3.6 for direct buried piping requirements), fittings shall be class 300 malleable iron, cast steel or forged steel (not cast iron); flange bolts shall be grade B7 and flange gaskets shall be spiral wound metal or spiral wound PTFE that is rated for at least 500°F. Steam and condensate pipe 1" and smaller can have threaded joints, larger pipe shall have socket weld or butt weld joints. All steam condensate lines shall be Schedule 80 and all fittings on condensate lines shall be Class 300. Materials of construction and fabrication must lie within allowable stress values specified by the ASME Code. Design life will be 30 years.

Butterfly valves on HPS, high pressure drip and pumped condensate shall be cast steel class 300 high performance lugged butterfly valves with M-filled Poly Tetra Fluoro Ethylene (PTFE), RTFE or Xtreme seat and seals with double or triple offset seats. Valves for HPS shall be rated for 270 psig-saturated steam (413°F). Acceptable manufacturers for high performance butterfly valves are Adams, Bray, Jamesbury, and Zwick. All sizes of butterfly valves on all steam pressures shall have gear operators.

Ball valves on HPS, high pressure drip and pumped condensate shall be cast steel class 300 high performance full port flanged valves with carbon steel body, stainless steel ball and stem, and M-filled Poly Tetra Fluoro Ethylene (PTFE), RTFE or Xtreme seat and seals and gear operator, Valves for HPS shall be rated for 270 psig-saturated steam. Acceptable manufacturers for high performance ball valves are Adams, Bray, Jamesbury, and Zwick. Valves on pipe 2" and smaller shall be socket weld.

The shut off valves just downstream of the first stage PRVs and the pipe up to them, shall comply with the above construction.

Shutoff valves on the MPS shall be class 150 with the seats and seals upgraded to be rated for 150 psig-saturated steam (366°F). All sizes of butterfly valves on all steam pressures shall have gear operators. We have no other specific requirements or brand preferences.

Shutoff valves on the LPS, LPC and MPC shall be class 150 lugged and suitable for 30 psig-saturated steam. All sizes of butterfly valves on all steam pressures shall have gear operators. There are no other specific requirements or brand preferences.

Flange gaskets on MPS and LPS shall be spiral wound PTFE rated for at least 500°F.

Butterfly valves on the MTHW shall be cast steel class 300 high performance lugged butterfly valves with M-filled Poly Tetra Fluro Ethylene (PTFE), Xtreme or better seat and seals with double offset seats and gear operator. Valves for MTHW shall be rated for 250 psig and 400°F (they do not need a saturated steam rating). Globe valves can be used for throttling. Gate valves shall not be used. Acceptable manufacturers for high performance butterfly valves are Adams, Bray, Jamesbury, and Zwick.

Ball valves on the MTHW shall be cast steel class 300 high performance full port flanged valves with carbon steel body, stainless steel ball and stem, and M-filled PTFE seat and seals and can be used on lines up to 4". Valves on pipe 2" and smaller shall be socket weld. Valves for MTHW shall be rated for 250 psig and 400°F (they do not need a saturated steam rating). Globe valves can be used for throttling. Gate valves shall not be used. Acceptable manufacturers for high performance ball valves are Adams, Bray, Jamesbury, and Zwick.

Butterfly valves on the LTHW in main mechanical rooms including valves around the heat exchangers and pumps shall be cast steel class 150 high performance lugged butterfly valves with M-filled Poly Tetra Fluro Ethylene (PTFE), Xtreme or better seat and seals with double offset seats and gear operator. The valves on the LTHW shall be rated for 200 psig and at least 250°F water (they do not need a saturated steam rating). Acceptable manufacturers for high performance ball and butterfly valves are Adams, Bray, Jamesbury, and Zwick. Flange gaskets on LTHW shall be spiral wound rated for at least 400°F.

Valves on the LTHW branches (other than in the main mechanical room) shall be class 150 lugged butterfly or ball valves and be rated by the manufacturer for 200 degree service. There are no other specific requirements or brand preferences.

6.4.4.3.2 STEAM SYSTEMS

Main HPS service entrances shall have a block and bleed valve assembly. Steam Pressure Reducing Valves (PRV) shall be cast steel. Spence, Sarco and Armstrong are acceptable manufacturers for steam PRVs. The first stage PRVs shall be Class 300. Elbows (45 or 90) shall be provided between each PRV and one of the headers to allow for thermal contraction that occurs when a PRV is removed for service.

Steam strainers shall be installed horizontally so condensate does not collect.

Inverted bucket traps shall not be used. F&T traps are preferred for equipment loads and drip on LPS and MPS. Bimetallic traps are preferred for drip on HPS. Equipment traps shall have bypasses; drip traps shall not. Provide ¼" test ports with ball valves just upstream of the check valve after all steam traps. Provide a DDC temperature sensor on the condensate line downstream of equipment traps and program to alarm on detection of live steam or sub cooled condensate.

Specify pressure powered condensate pumps rather than electric. Pressure powered pumps shall be sized to operate with medium pressure steam. Electric condensate pumps where used shall be on emergency power.

6.4.4.3.3 HEAT EXCHANGERS

All MTHW to LTHW converters and steam to LTHW converters shall have 90/10 copper/nickel tubes and brass tube sheets. Baffles, where used, shall be Teflon. In MTHW to LTHW heat exchangers the MTHW shall be in the tubes. Provide thermometers (or temperature gauges) on all four legs of water-to-water heat exchangers, and on both fluid legs of steam converters. Provide elbows on the header connections to facilitate tube removal. Vent lines from pressure relief lines shall be run to the nearest floor drain and anchored at the end.

All fired or unfired pressure vessels whether a part of an equipment package or an entire piece of equipment shall be specified to comply with the ASME Code. The specifications shall require that the pressure vessel be so stamped in an easily identifiable location and that the manufacturer's data indicating ASME compliance be submitted. Comply with the Boiler and Pressure Vessel Rules and Regulations issued by DLI.

6.4.4.3.4 EXPANSION JOINTS

Expansion joints on heating pipe shall be class 300 packed slip type or ball joints, packable under pressure. Bellows type expansion joints shall not be used. Expansion joints on HPS, pumped condensate and MTHW shall have welded joints rather than flanges. Where appropriate slip expansion joints with an integral foot can be used in lieu of an expansion joint and separate anchor. Acceptable manufacturers are Adesco, Advanced Thermal Systems and Yarway. Provide calcium silicate insulation on the main body of the expansion joints and provide a removable flexible insulation blanket that over laps the calcium silicate by 4" on each side. Install slip expansion joints so the pipe expands into the joint in the direction of flow. Install ball joints in the direction of flow per the manufacturer's instructions.

6.4.4.3.5 INSULATION

Insulation in steam and MTHW tunnels shall be fiberglass rated for 800°F with an aluminum jacket or calcium silicate with waterproof 30 pound felt jacketing; applied to fittings with waterproof adhesive and copper or stainless steel wires. Insulation on high-pressure steam, pumped condensate, and MTHW in mechanical rooms shall be fiberglass rated for 800°F or calcium silicate with a glued canvas jacket. Insulation on pre-insulated direct-buried MTHW lines shall be rated for at least 300°F. The minimum insulation thickness on HPS and MTHW shall be 4" on pipe 6" and above and 3" on pipe 4" and smaller. Removable insulation blankets with double D-rings and straps shall be provided on all steam, condensate and hot water

valves and fittings that cannot be properly fitted with fiberglass or calcium silicate insulation. Insulation used in walls, ducts, and piping shall not have added formaldehyde.

6.4.4.3.6 MISCELLANEOUS HEATING COMPONENTS

1. All duct reheat coils shall have access doors or panels to allow inspection and cleaning of coil inlet.
2. All fittings on secondary hot water systems shall be class 150 or better.
3. Humidifiers shall have insulated dispersion tubes. The outlets of dispersion tubes shall be oriented per the manufacturers instructions.

6.4.4.3.7 BOILERS

1. All new and replacement oil fired boilers that exceed 1 MM BTUH and gas fired boilers that exceed 10 MM BTUH fuel input require an air permit from DEQ prior to ordering the equipment. Coordinate with the Facilities Management Energy and Utilities Department through the Project Manager.
2. FM Environmental Resources shall be notified of any removal, replacement or new installation of boilers of any size.
3. All gas and fuel oil burners shall be low NOX.

6.4.4.4 BUILDING DISTRIBUTION AND CONTROLS

Fan coil units, perimeter radiation, preheat coils, reheat coils and all other heating in occupied spaces shall use a secondary heating water generated in an exchanger in the building rather than one of the sources in [6.4.5.1 Sources/Outside Air](#). These secondary heating water systems shall be designed as part of a 4-pipe system rather than dual temperature systems.

Ethylene Glycol shall not be used. Propylene Glycol is acceptable.

In inpatient buildings and other critical buildings as specified provide valves and capped tees on the building steam system or LTHW loop for connection of a temporary boiler for emergency heat. The backup system shall be sized for all building loads, including domestic hot water, humidifiers, sterilizers, autoclaves, etc. Consult with the Project Manager, HSPP, and Facilities Management Energy and Utilities Department for specific requirements.

The secondary heating water for a building shall be between 90-190°F for heating. The re-heat water temperature shall be reset down in the summer and if practical controls shall be provided to shut off the re-heat pump(s) in extremely hot weather.

Hot water re-heat systems and combined pre-heat and re-heat systems shall be variable volume with 2-way control valves. The hot water pump speed shall be controlled by an end-of-line differential pressure sensor and the pump control sequence shall include pressure optimization. All control valves on heating coils shall be industrial grade-pressure independent type. Valves on pre-heat coils shall be fail open, valves on re-heat coils shall be fail in place.

Blender sections shall be provided on all AHUs other than single pass units to ensure that the outside air and return air are adequately mixed. Pre-heat coils on single pass AHUs shall have a

recirculation pump on the pre-heat coil supply or return connection. Face and bypass dampers shall not be used on pre-heat coils.

Automatic control valves on humidifiers shall be fail-in-place or fail-closed unless dictated otherwise in the UVA Standard Control Sequences.

6.4.5 VENTILATION

6.4.5.1 SOURCES/OUTSIDE AIR

Outside air intakes shall not draw in exhaust air from adjacent systems, loading docks, parking lots, emergency generators, emergency or ambulance vehicle entrances, chemical storage, sewer manholes or other external sources of noxious or toxic fumes. Consideration also shall include proximity to wind-blown dust from streets, fields and ground care activities, designated tobacco smoking areas, combustion by-products and biogenic materials related to evaporative cooling towers or intentional human contamination. Outside air intakes shall be far enough above grade to discourage or prevent criminal contaminations.

An assessment shall be made during the design process to review the outside air intakes of buildings near the construction site for the purpose of determining the impact construction-generated emissions may have on the air intake quality of said buildings and to develop an air intake mitigation plan for University review, approval and coordination with the contractor if a plan is required (i.e., air intake locations for surrounding buildings on Site Plans, vulnerability assessment by OEHS and protection recommendations in Contract Documents, plan to ensure management efforts do not adversely affect adjacent building HVAC equipment, "scrubbers", additional filtration [charcoal], use of extension hoses to pipe exhaust to a more desirable location, temporarily relocating louvers, restriction on location of engine exhaust and volatile emissions, and special hours for deliveries, dumpster pick up, and toilet cleaning).

To avoid re-entrainment of hazardous or noxious sources of exhaust air into the building or into adjacent buildings' air intakes and other sensitive locations, wind tunnel testing or other modeling must be performed to ensure adequate dispersion of the exhaust sources. Any architectural barrier constructed to mask unwanted appearance of stacks, penthouse, mechanical equipment shall be evaluated for its effects on re-entrainment.

6.4.5.2 MATERIALS

Duct sealer shall be mold-resistant water based low-VOC.

Internally lined duct is not permitted. Acoustical duct lining shall be epoxy, acrylic, synthetic latex or Mylar coated. During renovations all lined duct in the area being renovated shall be replaced.

Duct elbows must have turning vanes or an inside radius of at least ½ of the duct width. Transition elbows are not acceptable.

Filters shall be provided on both sides of heat recovery devices. A window and light shall be provided to allow viewing of filters without stepping into the exhaust air stream.

Perforated returns shall not be used.

6.4.5.3 CONTROLS

VAV boxes shall have a minimum flow of as little as 10% to minimize the outside air provided to unoccupied spaces.

On recirculating AHU's the "Hand" position of the HOA switch shall be configured so that after a fire the unit can run to evacuate smoke without the unit smoke detector tripping. Any connection to the building fire alarm system shall be hard wired, not through the DDC system.

6.4.5.4 DISTRIBUTION AND GENERAL EXHAUST

See Division 1 of the Specifications for additional dust control requirements. Ventilation systems in health care facilities shall comply with ASHRAE 170.

Plenum returns are not permitted above suspended acoustic tile ceilings. (Where a plenum return is approved by a waiver to the Guidelines, lined "Z" ducts shall be provided on all return grills for sound attenuation). Plenum returns may be allowed in fully enclosed soffits for normal return air.

Outlets of multiple exhaust fans shall not be manifolded together unless backdraft protection is provided. Positively pressurized exhaust duct shall not be installed inside buildings except in mechanical rooms where non-lab exhaust connects directly to an exhaust plenum.

All roof top exhaust systems shall be vertical up discharge. The discharge velocity from the stacks of lab exhaust and other noxious exhaust shall be at least 3,000 fpm and the plume shall be high enough to clear nearby obstructions; this requirement applies to induced flow type fans as well as fans with straight stacks. Centrifugal fans with a vertical discharge are suitable for most lab exhaust; high dilution exhaust fans shall not be used. Outlets of rooftop exhaust fans for lab exhaust and other noxious exhaust shall be at least 7' above the top of the fan and at least 10' above the roof; this requirement applies to induced flow type fans as well as fans with straight stacks. Where exhaust fans have inlet bypass openings below the fan, the bottom of the bypass openings shall be above any nearby screens and obstructions and at least 7' above the roof.

Fans shall be positioned so as to allow ready access to all fans, motors, belts, drives, isolation dampers controls and attached ductwork. Fans shall have adequate space for removal and replacement of fan and/or fan parts.

Minimal exhaust requirements above Code requirements are:

1. Dedicated mailrooms shall be fully exhausted.
2. Copy rooms: Not less than 0.5 cfm per square foot.
3. Areas with sinks and/or microwaves: 50 cfm each.
4. Custodial rooms and rooms having mop or service sinks: 75 cfm each.
5. Showers, bath tubs, whirlpools, spas, etc.: 50 cfm exhaust each; 50 cfm per person for fixtures designed for more than one occupant unless demonstrated that less exhaust is required due to diversity.
6. Electrical and communications closets shall be exhausted unless a dedicated FCU is used for cooling.
7. Machine rooms for hydraulic elevators: 50 cfm.
8. Battery charging rooms: Not less than 0.5 cfm per square foot.

6.4.5.5 FIRE AND SMOKE DAMPERS

Specifications shall provide the following minimum to demonstrate compliance with Code requirements:

1. Description of the acceptance testing requirements with requirement that tests are to be witnessed by the University Building Official's office, and responsible State Fire Marshal Office for Capital Projects.
2. All fire dampers shall be dynamic unless the University agrees that the AHU will stop functioning in case of a fire.
3. Fire damper access doors in large ducts shall be a minimum of 24" x 24".

Smoke damper actuation utilizing corridor detection is the preferred method for use in ducts that penetrate the corridor walls in the University Hospital.

6.4.5.6 SMOKE CONTROL SYSTEMS

Any smoke control system requiring a UL 864 listing shall be directly controlled by the fire alarm system and completely separate from the BAS. Specifications shall provide a description of the acceptance testing requirements.

The A/E shall review the Shop Drawings for compliance with Code and shall:

1. Verify the Underwriters Laboratory (UL) listings and classifications for the materials, components and equipment provided for the project result in a Code compliant smoke control system.
2. Provide a sealed statement indicating that the Shop Drawings submitted for the smoke control systems satisfy the requirements of the Contract Documents, the VUSBC.
3. The A/E shall provide the University Building Official's office with the approved Shop Drawings and a copy of the sealed statement.
4. Smoke detectors used to control smoke or fire/smoke damper operation shall be listed for use with the building fire alarm system.

The University Building Official's office and responsible State Fire Marshal Office shall observe the installed components of the smoke control system(s) and witness the smoke control system(s) performance tests. The A/E and contractor shall certify that the smoke control system(s) is complete.

6.4.5.7 FUME HOODS AND LAB EXHAUST

Face velocities for standard fume hoods shall be between 80 and 100 fpm; face velocities for low flow hoods shall be between 60 and 80 fpm.

Air velocity in the occupied space near the hood shall be no more than 50% of the required hood velocity in order to minimize the adverse influence of air motion near hoods.

All new chemical fume hoods shall comply with the UVA Laboratory Chemical Fume Hood Design and Installation Guidelines found on the EH&S web site.

All new and renovated fume hoods shall be field tested per a modified ASHRAE 110 method per the University Industrial Hygienist's specification. Third party testing will be coordinated by EHS and the report will be submitted to and reviewed by the University Industrial Hygienist.

Proprietary variable volume fume hood controls, shall only be used in labs that have fume hoods, and where it is acceptable for the number of lab air changes per hour to be reduced when the fume hood sash is closed and when proximity sensor allows reduced hood airflow.

Based upon a risk assessment by the EHS, laboratory exhaust systems may necessitate the following:

1. A visual differential pressure indicator such as ball-in-tube; this shall only have a control output or audible alarm if directed.
2. A dedicated exhaust system and fans.
3. A positive means such as a sail switch to detect a loss of exhaust flow and shut off supply air.
4. A redundant exhaust fan that will start automatically upon failure of the operating fan. The lead fan should be in the "hand" position and the backup fan should be in the "auto" position so it will start automatically upon loss of flow. Neither fan should have a stop function from the DDC system.
5. Positive means such as a bubble tight damper to shut off the supply air upon loss of exhaust to prevent positive pressure in the space.
6. All controls shall be hard wired so they will function properly even in the event of a failure of the BAS; however all failures shall alarm the BAS.
7. BSL3 containment laboratory design, operational parameters and procedures must be verified and documented prior to operation. The laboratory shall be designed such that under failure conditions the airflow will not be reversed. Airflow in biocontainment facilities BSL3 and ABSL3 shall be designed to move from "clean" areas toward the biocontainment space. The system shall be designed to maintain a negative pressure differential of at least 12.5 Pa (0.05 in. wg). Monitoring and control devices shall be provided to ensure that the pressure differential is maintained.
8. Supply air fans, exhaust air fans and all devices and equipment serving and/or associated with BSL3 and ABSL3, which are required to maintain biocontainment of the space shall be connected to an emergency electrical power system.

6.4.5.8 GAS DETECTION AND ALARMS

The design of any laboratory intending to use or store hazardous gas or gases or cryogenic liquids should be reviewed by EHS to determine if detection, alarm and control systems should be incorporated into the laboratory design. All such spaces shall have appropriate warning signage. All such systems shall be remotely monitored by the UVA Systems Control Center through the Keltron System when feasible; if not they shall be monitored through the University approved BAS system present in the space for HVAC controls. Evaluation and risk assessment should include consideration of the hazardous properties and physiological warning properties of the gas as well as the anticipate applications, amounts and concentrations used.

Spaces with quantities of cryogenic liquids that exceed the minimum threshold quantities in the compressed gas standard CGA P-18 shall have oxygen monitoring (zirconium dioxide oxygen depletion type) and exhaust. Exhaust inlets shall be provided at high and low levels and near the

likely concentrations of vented gas. At an oxygen level of 19.5% a local and supervisory alarm shall be provided and exhaust shall be increase to an intermediate level (10 to 15 air changes per hour). At an oxygen level of 18% a local and system alarm shall be provided and the exhaust shall be increased to the maximum level (20 to 25 air changes per hour).

Contact EH&S for additional information on oxygen sensors and alarm sequences.

6.4.6 AIR CONDITIONING

6.4.6.1 SOURCES

All air conditioning shall use chilled water from a University central plant unless another source is approved by the Facilities Management Energy and Utilities Department and the Operations Department. If chilled water is not currently available to a site, but is planned to be available by the completion of a project, then that project shall be designed to utilize plant-chilled water.

Water-cooled equipment and condensing units using domestic, potable water on a single-pass cycle are prohibited. Where a process water system is needed, it shall be served by the building chilled water system through a heat exchanger and shall have filters after the process water pumps. Process water systems shall be capable of providing 60 psi differential pressure across the most remote load but can be an open loop with a tank or a closed loop.

FM Environmental Resources shall be notified of any addition, removal or modification (i.e., refrigerant type change) of any equipment containing 50 lbs. or more of refrigerant in order to maintain the University's permit documentation accordingly.

6.4.6.2 REFRIGERATION SYSTEMS

Refrigerant sensors, which initiate both an audible and a visual alarm outside the room are required. All alarms shall be connected to the BAS. Rooms with the potential for a refrigerant leak shall be mechanically ventilated.

Refrigerant from all equipment, regardless of size, shall be recovered prior to disposal. Evacuated equipment must be labeled using either a special sticker or permanent marker noting that all refrigerant has been evacuated and the date of the evacuation. The contractor shall not demolish the equipment until notified in writing by Facilities Management that the refrigerant has been removed. When a waiver has been granted for the contractor to remove refrigerant the specifications shall call out ODS Section 608 of the Clean Air Act.

6.4.6.3 MATERIALS AND EQUIPMENT

See [3.5 Exterior Domestic and Chilled Water Piping](#).

Butterfly valves on the chilled water in main mechanical rooms including around the chilled water pumps shall be cast steel class 150 high performance lugged butterfly valves with M-filled Poly Tetra Fluro Ethylene (PTFE), Xtreme or better seat and seals with double offset seats and gear operator. There is no special temperature rating. Acceptable manufacturers for high performance ball and butterfly valves are Adams, Bray, Jamesbury, and Zwick.

Butterfly valves on the chilled branches (other than around the heat exchangers and pumps) shall be class 150 lugged. There are no special temperature rating, other specific requirements or brand preferences

If copper is used, a brass nipple at least 6" long shall be used where the copper joins the University ductile iron chilled water distribution pipes. Copper chilled water lines shall be type L hard drawn. Dielectric unions shall not be used.

Flange gaskets on chilled water shall be rubber, PTFE, EPDM or other similar material; paper/compressed fiber gaskets shall not be used.

Chilled water distribution piping inside buildings can be welded seam pipe or type L copper with either soldered or mechanical joints. Polyvinylchloride (PVC) pipe shall not be used.

All fittings on chilled water pipe shall be Class 150 or better.

Pumps shall be enclosed in a waterproof insulated metal box, constructed of minimum 18-gage galvanized or stainless steel. Box shall be screwed, have bolts with wing nuts or quick connect latches to facilitate easy removal and reinstallation. The box shall be sturdy enough for a person to stand on.

Chilled water coils shall be sized for 42°F supply water temperature and 62°F return water temperature at peak load conditions however a lower return water temperature can be used if the coil size is excessive. During off peak conditions it is acceptable for the return water temperature to be above 62°F.

Chilled water coils shall have a maximum of 450 feet per minute face velocity, 6 rows and a maximum of 12 fins per inch however more rows will be allowed if the air resistance is less than ½" of water. The coil face area can be as large as needed to obtain the required performance however a lower return water temperature can be used if the coil size is excessive.

Chilled water coil control valves shall be two-way industrial grade pressure independent control valves. Chilled water control valves on recirculating units shall be fail closed or fail in place, valves on single pass units shall be fail in place or fail open. Separate flow control devices such as circuit setters, balancing valves, etc. should not be used. All chilled water control valves shall have P&T taps on the inlet and outlet.

Cooling coil casings and drain pans shall be stainless steel. All structural supports, etc. in air handling units immediately downstream of humidifiers shall be stainless steel.

Cooling tower fans shall have variable frequency drives (VFDs) and aluminum fan blades. Condenser water pumps shall have VFDs unless Facilities Management Energy and Utilities Department agrees that an engineering and economic analysis indicates that they are not feasible or are not in accordance with manufacturers recommendations. Cooling tower make-up water shall be filtered.

6.4.6.4 CONTROLS

Chilled water loads shall be variable volume using end of line differential pressure to control pump speed. The end of line differential pressure can also be measured across the most remote control valve.

The chilled water service entrance shall have a thermal energy meter package on the supply as well as manual isolation valves on the supply and return. The Contractor shall provide a thermometer or temperature gauge on the supply and return. The Contractor shall provide pressure gauges and sensors on the supply and return valve. A supply pressure sensor, differential pressure sensor and pressure relief valve shall be provided at the most remote load. The Contractor shall provide a full size bypass around the building chilled water pump with a strainer and check valve, and temperature and pressure gauges and sensors downstream of the pump and bypass. A back up pump is only required for critical loads. A “bridge” connection between the supply and return shall not be provided.

All chilled water loads above 600 feet elevation shall be served by a dedicated “high zone” chilled water loop with the heat exchanger and pump located just below 600 feet.

6.4.7 COOLING COIL CONDENSATE

6.4.7.1 REMOVAL

The cooling coil condensate shall be piped to a cooling tower sump or a designated location in the landscaping. A French drain shall be utilized if it can be coordinated with landscaping. If a French drain cannot be utilized, a sanitary drain or roof drain are acceptable alternatives.

6.4.7.2 MATERIALS

Cooling coil condensate lines shall be minimum ¾” diameter for units 5 tons and below and 1¼” diameter for units above 5 tons. Cooling coil condensate lines can be type L or M copper or PVC. Galvanized steel pipe shall not be used. Cooling coil condensate lines shall have cleanouts that allow access of all branches of the condensate drain system. An air gap of at least two pipe diameters shall be provided at the discharge.

6.5 FIRE PROTECTION SYSTEMS

6.5.1 GENERAL

In addition to required building codes, automatic fire suppression sprinkler systems shall be installed in new buildings, additions and in renovations of existing buildings consistent with University administrative policy.

Knox-Boxes shall be 4100 series. Boxes may be ordered by contacting Office of Environmental Health and Safety.

For the Health System, automatic fire suppression sprinkler heads shall be concealed-type in all ceiling areas with custom color cover plates to match ceiling paint color. In mechanical areas and areas without ceilings they shall be brass.

In buildings of two or more stories, standpipes shall occur in each exit stair with fire department hose connections at each level. Floor Control Valve assemblies are required on all floors. C&O threads shall be used on fire hose connections in buildings located in City of Charlottesville and Albemarle County (C&O thread count shall be 3.28x8).

Renovations of spaces that have fire hose cabinets shall remove hoses.

Fire extinguishers and cabinets shall be specified by the A/E. Cabinets shall be Contractor purchased and installed. Extinguishers shall be Owner purchased and installed.

6.5.2 FIRE PROTECTION SPRINKLERS

In buildings requiring sprinklers, fire pumps or fire protection standpipes, a separate backflow preventer for fire protection shall be provided. Fire protection service shall not be through the domestic metered water system. Sprinkler control valves located above suspended ceilings shall be marked with a "Sprinkler Control Valve" sign on the ceiling panel.

6.5.2.1 SPRINKLER HEAD DATABASE

The University maintains a sprinkler head database for all sprinkler heads installed in its facilities, both existing and new. The database is to be updated whenever a new building is ready to occupy; whenever the fire protection system is added to, upgraded, or replaced in existing facilities; and whenever sprinkler heads in an existing system are replaced for whatever reason. At the completion of a project, the sprinkler contractor shall supply an "as built" inventory. Submit the [Sprinkler Inventory Form](#) to fireprotection@virginia.edu.

6.5.2.2 SPRINKLER DESIGN DOCUMENTS

The A/E shall provide project specific Drawings and Specifications that define a Code-compliant fire sprinkler system. Performance criteria do not meet this intent. Construction Documents shall indicate that changes to the design during construction shall be considered substitutions. Changes shall be submitted to the University Building Official for review. The A/E shall confirm that the fire sprinkler system is complete, functional and Code compliant.

Drawings shall provide the following minimum information to demonstrate compliance with the requirements of the VUSBC and NFPA 13:

1. Small scale drawing showing locations of water hydrants, test and flow hydrants (for water flow tests) and routing of underground pipe. Indicate the water flow tests results, the date and time taken, and who conducted the test.
2. Identification of all existing sprinkler systems and standpipe systems, including any new connections to existing systems.
3. Sprinkler riser diagram with appropriate fittings, accessories, sizes, alarms, valves, etc. noted.

4. Location of all system drains, inspector's test station(s) and associated discharge/drainage piping.
5. Requirements 1 – 4 above may be omitted for minor alterations to an existing sprinkler system involving only re-location of existing sprinkler head locations without extensive branch or main piping reconfiguration. For minor alterations meeting this criteria, submit drawings showing only the changes proposed to the existing system, identifying existing piping and heads to remain, existing heads to be removed/relocated, changes to piping, and new/relocated sprinkler head locations. The addition of heads to an existing system requires hydraulic calculations or justification by "pipe schedule" design method by the A/E.

Specifications shall provide the following minimum to demonstrate compliance with the requirements of the VUSBC and NFPA 13:

1. Wording that the type of systems, the location of major components, the quantity, type, coverage, location of sprinklers and distribution systems are not to be altered by the Contractor without approval of the A/E and University Building Official.
2. Description of the acceptance testing requirements, and which of the acceptance tests are to be witnessed by the University Building Official's office.

Shop Drawings (Working Drawing Plans, product data and calculations, or minor alteration plans) are to be reviewed by the A/E for compliance with Final Construction Documents and the Code. Prior to submittal to OUBO, the A/E shall:

1. Provide a "sealed" statement, attached to the reviewed Shop Drawings, indicating that the fire suppression sprinkler Shop Drawings (Working Drawing Plans, product data and calculations, or minor alteration plans) satisfy the requirements of the Contract Documents and the VUSBC and NFPA 13.
2. Provide the University Building Official with two copies of the approved complete fire suppression sprinkler Shop Drawings.

Fire suppression sprinkler systems are to be acceptance tested in accordance with Code requirements. The University Building Official's office shall observe the installed fire suppression sprinkler system and witness the fire suppression sprinkler system performance tests. The A/E and contractor shall certify that the fire suppression sprinkler system is complete prior to testing. Similar requirements to the above are required for fire suppression systems utilizing clean agents.

6.5.2.3 INSTALLATION, INSPECTION AND ACCEPTANCE

Fire department building and riser connections shall be coordinated through the UVA Fire Marshal (for Academic System buildings) or the Health System Physical Plant Fire Protection Inspector (for Health System buildings). The location of Post Indicator Valves and Fire Alarm Control Panels shall be approved by the authorized person from the Charlottesville Fire Department, or appropriate jurisdiction for projects not located on University Grounds. Signage noting the exterior location of the FDC and PIV shall be 12"x12".

Specifications shall indicate that following the completed installation, Facilities Management or its independent consultant will inspect the installation and report any deficiencies prior to final inspection by OUBO.

6.5.3 FIRE PUMPS

Where the building characteristics are such that the water supply requirements of a fire sprinkler system/standpipe system cannot be provided by a public water system, an automatically controlled fire pump shall be designed into the fire suppression system. The A/E shall provide project specific drawings and specifications that define a Code compliant fire sprinkler system that includes an automatic fire pump(s). Performance criteria do not meet this intent.

Fire pump controllers shall have digital volt/amp meter.

Fire pumps that are powered by fuel burning equipment must also follow the requirements in [1.4.4.4 Emergency Generators & other Fuel Burning Equipment](#).

6.5.3.1 FIRE PUMP DESIGN DOCUMENTS

Drawings shall provide the following minimum information to in addition to the requirements of the VUSBC, NFPA 13, and NFPA 20:

1. Show the location of electrical components of the fire pump, driver, fire pump controller, and ancillary electrical components, and provide details.
2. Show the location, size, and routing of the conduits and conductors serving the fire pump, driver, fire pump controller, and ancillary electrical components.
3. Provide details of the electrical components serving the fire pump, driver, fire pump controller, piping, components and piping specialties.
4. Where multiple fire pumps or multiple sources of power are required, provide a diagram that defines all of the applicable components and sequence of operation.

Specifications shall provide the following minimum information to in addition to the requirements of the VUSBC, NFPA 13, and NFPA 20:

1. Complete specifications to reflect the systems that are defined on the drawings.
2. Wording that indicates that Fire Pump and ancillary components are not to be altered or modified without the written approval of the A/E and the University Building Official. Changes to the design depicted within the Construction Documents shall be considered "Substitutions" in accord with the General Conditions of the Construction Contract and are to be documented by Change Order.
3. A description of the Acceptance Testing Requirements, to be witnessed by OUBO.
4. Where an existing fire pump is to be used in the project, the performance and condition is to be established and validated. Submit a copy of the recent Report of the Fire Pump Inspection, Testing and Maintenance compliant with the Virginia Statewide Fire Prevention Code.
5. Shop Drawings (product data, sketches and certified shop test pump curves) are to be reviewed by the A/E for compliance with the contract documents and Code, including verification of the Underwriters Laboratory (UL) listings and classifications for the materials, components and equipment provided. Two copies of the approved Shop Drawings, with a sealed statement that they satisfy the requirements of the Contract Documents and Code shall be provided to the University Building Official's office.

6. Fire pump(s) is (are) to be acceptance tested in accord with Code requirements. The University Building Official's office shall observe the installed fire pump(s) and ancillary components, and shall witness the fire pump(s) performance test. The A/E and Contractor shall certify that the fire pump installation is complete.

6.5.4 PROTECTION DURING CONSTRUCTION

In renovation projects where the building is to remain occupied during construction, the following measures shall be included in the Contract Documents:

All existing fire protection systems shall remain operational during construction. If temporary shutdown is necessary, the system shall be returned to operational condition as soon as possible and no later than the end of each working day prior to the Contractor leaving the job site. The Contractor is to notify the University Fire Marshal prior to any necessary shutdowns. Any necessary shutdowns shall not affect other areas not involved with this construction project.

All operational standpipes are to be maintained at all times.

Sprinkler systems in areas being renovated shall be operational when the Contractor leaves the site each day. A fire watch shall be provided at all times that a sprinkler system is inactive.

6.6 ELECTRICAL SYSTEMS

6.6.1 SERVICE AND DISTRIBUTION

6.6.1.1 POWER

New buildings or services shall be connected to the University's distribution system. Where existing buildings or services are connected directly to Dominion Virginia Power, renovation and addition projects shall convert these services to the University's distribution system. The Project Manager or A/E shall determine transformer ownership through the FM Utilities Department.

Where new buildings are added to the University's primary feeders, or a substantial change to an existing structure is made, calculations shall be submitted with the contract documents showing the existing load on the feeder, the new load and the feeder capacity.

6.6.1.2 MEDIUM-VOLTAGE TRANSFORMERS AND PRIMARY SWITCHES

All new or replacement transformers in the existing 4,160-volt service area shall have dual primary taps for 12,470/4,160 volts. Copper or aluminum windings may be used for outdoor liquid filled primary transformers. All other dry type transformers shall have copper windings. Primary taps shall be sized for 600A conductors.

Internal tank fuse links or fuses are prohibited. All primary overload protection shall be external to the transformer. All buildings shall be fed with two primary feeders, where dual primary feeders are available. Transformers serviced with dual feeder configuration shall have a separate external fused 15 KV selector switch. The basis of design for primary pad-mounted switches shall be S&C PMH type.

1. Exterior transformers shall be pad mounted, liquid-filled type with the following:
 - a. Dead front with 200 amp load-break bushing well inserts
 - b. Temperature rise of 65°C
 - c. OA cooled
 - d. Where exterior pad-mounted transformer and/or switches are used, Facilities Management in consultation with the Architect for the University shall approve their locations.
2. Interior transformers shall be dry-type with the following:
 - a. Temperature rise of 115°C maximum
 - b. HV BIL of 95 kV
 - c. A cast primary and either a vacuum pressure impregnated (VPI) or cast secondary is preferred
 - d. AA cooled with at least the provisions for FA cooling.

As an alternative, a silicone or other less-flammable liquid-filled transformer (as defined by NEC 450.23) may be used indoors. The liquid shall be Factory Mutual approved. Transformer characteristics shall be the same as for exterior liquid-filled transformers.

Electrical services for research, medical and other critical facilities shall be designed utilizing a double-ended transformer configuration with a secondary tiebreaker. They shall be designed with auto-tie operation. Dual transformers shall be designed to permit replacement of either unit without disturbing the other transformer.

6.6.1.3 DISTRIBUTION

6.6.1.3.1 PRIMARY CABLE

1. Shall be copper, single conductor cable, listed for 15 kV service.
2. Type MV-105, insulated to 133% insulation level, 220 mils. EPR is preferred.
3. All cable shall be suitable for use in wet or dry locations.
4. Shielding may be either a copper tape shield or corrugated drain wire system.
5. Cable shall be identified by phase markings on the outer jacket at intervals not to exceed 2'.
6. Cable shall be installed in concrete encased underground duct banks and electrical vaults. Direct burial of primary cable (>600V) is not allowed.
7. Primary cables run between manholes shall be either 500 or 750 kcmil, depending upon the UVA primary feeders involved. Cables from the last manhole to the primary switch may be smaller.

6.6.1.3.2 TERMINATIONS

1. All manhole medium voltage cable splices shall be made with re-connectable modular splice kits that meet ANSI/IEEE Standard 386.
2. In manholes and other accessible enclosures, wrap individual primary cables separately with fire retardant tape.

6.6.1.3.3 DUCTBANKS

1. Shall be a continuous concrete structure with reinforcing, #4 bars (minimum 2 bars) longitudinal at 1 bar per 48" width of duct bank at bottom with minimum 3" cover.

2. Shall use 6" Schedule 40 PVC conduit for runs between manholes. Duct banks runs from last manhole to primary switch may use 5" conduits.
3. Top of duct bank shall be a minimum of 24" below finished grade.
4. Shall slope to drain to prevent accumulation of water in the duct bank and shall not have any low points.
5. A utility marker tape shall be buried 12" above each duct bank.
6. A mandrel shall be pulled through all duct banks prior to cable installation.
7. Concrete for duct banks and manholes shall have a minimum compressive strength of 3,000 psi at 28 days, meeting requirements of ACI 318 and ACI 301.

6.6.1.3.4 MANHOLES

Refer to Electrical Manhole/Vault Detail in Appendix A ([Figure 14](#))

1. At change of direction for main electrical line
2. At intervals not exceeding 300' in a straight run.
3. Minimum of 8' x 8' x 6'-6" (interior dimensions).
4. Minimum 3'-0" diameter frame and cover opening for access from outside.
5. Shall be waterproofed with coal tar bitumen.
6. Covers in paved areas shall be sealed.
7. Shall have 18" x 18" x 12" deep corner sump. Floor to slope gently to sump. Sump shall be drained through percolation (improved if required with stone filled pit) or through a drainpipe sloped to daylight with the end protected against rodent entry.
8. The light switch and fan switch shall be 20 amp, 120 volt devices with covers in a rain tight device box mounted near the manhole opening for easy access from outside.
9. A ground rod shall be provided at each manhole. Ground rod penetration shall be watertight.
10. Precast manholes shall not have more than two sections. The joint between sections shall be sealed watertight.
11. All construction including cover shall be HS 20 traffic rated.
12. Refer to Standard UVA Manhole Ladder detail in Appendix A ([Figure 13](#)).
13. Electric manholes do not require ladder or light.

6.6.1.3.5 SERVICE CONDUCTORS

Service conductors from transformer to building shall be concrete encased. Reinforcing shall be provided for large and/or lengthy runs.

6.6.2 BUILDING ELECTRICAL SYSTEMS

6.6.2.1 GENERAL

6.6.2.1.1 IDENTIFICATION

1. All electrical equipment and circuits shall be marked and labeled for identification and safety purposes.
2. Laminated nameplates shall be used on the exterior surfaces of all electrical equipment.

3. Junction and pull boxes may be labeled using a black indelible marker. Label to be on the exterior of the cover unless box is exposed in finished locations.
4. Receptacles and other wiring devices are to have a label on the back of the cover plate indicating circuit(s) to device.
5. Emergency receptacles shall be red in color and have a label on the cover plate indicating the panel board and the circuit number.
6. Emergency light fixtures shall be identified by a permanent red dot/circle on the frame.
7. Conductor color-coding shall match the existing building convention. If none exists, the phase colors for 120/208V systems shall be red, blue and black; neutral shall be white. The phase colors for 277/480V shall be yellow, orange and brown; neutral shall be grey.
8. A copy of the one line diagram shall be laminated and be permanently mounted near the main switchgear. For renovation projects changes to the one line diagram shall be added and posted.

6.6.2.1.2 CALCULATIONS

The following calculations shall be submitted to UBO with the Contract Documents:

1. Building short circuit
2. Building load
3. Feeder voltage drop
4. Generator load calculations. Where a generator requires stepped load starting, the load sequence, time delays, and how the stepping will be achieved shall be indicated on the drawings.

6.6.2.1.3 ARC FLASH STUDY AND LABELS

1. An arc flash study shall be completed for all new buildings. For renovations, existing arc flash studies shall be updated by the engineer or contractor to reflect changes. Where a study has not previously been done, one shall be completed, at UBO's determination, if a significant portion of the electrical system is being updated as part of the project.
2. Arc flash analysis shall be completed using SKM Power Tools software. Submit a copy of the arc flash study to UBO after approval from the engineer. A copy of the project SKM file shall be submitted to UVA.
3. An "infinite bus assumption" shall not be used for arc flash calculations. All utility data should be site-specific and requested from UVA or Dominion.
4. Contractor shall provide arc-flash labels indicating equipment name, system voltage, limited approach boundary, restricted approach boundary, arc flash boundary, incident energy values in cal/cm^2 and the corresponding working distance in accordance with NEC110.16 and NFPA 70E. Additionally, use red "DANGER" headers on all labels indicating an incident energy value of 40 cal/cm^2 or more, and orange "WARNING" headers on all labels less than 40 cal/cm^2 , in accordance with ANSI Z535.4.

6.6.2.2 DEMOLITION

All wire shall be removed back to the last active device, junction box or panelboard. All exposed and/or accessible conduits and boxes shall be removed. When telecommunications systems are

replaced, abandoned wire and cabling shall be removed with walls and ceilings restored to their pre-existing condition. Coordinate with ITS personnel through the Project Manager.

The Contractor shall coordinate the disposal of PCB ballasts and fluorescent lamps through the Project Manager. The Contractor shall coordinate the disposal of H-3 powered exit signs (ionizing radiation hazard) via OEHS only.

6.6.2.3 SWITCHGEAR, PANELBOARDS AND TRANSFORMERS

Bussing shall be copper. Separate neutral and equipment grounding busses shall be provided. Circuit breakers shall be bolt-on type. Load centers are not permitted. Series rated equipment is not allowed.

6.6.2.3.1 SWITCHGEAR

Building switches and switchgear shall be located in appropriate electrical rooms. Switches (and other electrical equipment) will be permitted, by exception, on the exterior of buildings with an approved D&F. Provide transient voltage surge suppression (TVSS) at main switchgear (for new buildings and major renovations).

6.6.2.3.2 PANELBOARDS

Schedules shall be provided for all electrical construction involving panelboards and switchboards. Schedules shall indicate all loads, and their locations using final room numbers, served by each breaker. Spares shall be left in the OFF position.

All new panelboards shall have 20% spare capacity for future use. Provide four 1" conduits stubbed out into an accessible ceiling space for new recessed mounted panelboards.

6.6.2.3.3 LOW VOLTAGE TRANSFORMERS

Dry-type transformers shall have copper windings. Transformers shall meet or exceed the requirements of NEMA TP-1 for energy efficient transformers.

Transformers with the capacity to store 55 gallons or more of petroleum oil-based fluids are subject to University Spill Prevention, Control and Countermeasures (SPCC) Plan. Notify the Power System Distribution Manager and SPCC Program Manager or FM SPCC Coordinator of the new equipment so it may be added to the transformer inventory.

K-factor transformers shall be used where large quantities of harmonic producing loads are present.

6.6.2.4 ELECTRICITY METERING

See [APPENDIX B: Utility Metering Requirements](#).

6.6.2.5 CONDUITS

1. All wiring shall be run in conduit, surface metal raceway or cable tray. Use EMT conduit for indoor applications, unless exposed to physical damage. In outdoor applications, use rigid galvanized steel conduit where exposed and rigid non-metallic (PVC) for underground installations. Exceptions are noted below.
2. All conduits shall be concealed in finished areas. Surface mounted raceways may be used only for horizontal distribution of electrical and data cabling in computer rooms, computer classrooms and laboratories. Pre-existing conditions of surface mounted wiring and conduit does not constitute permission to add surface mounted hardware and raceway.
3. Minimum conduit size shall be ¾". Exception: where light fixtures will only accept a ½" whip.
4. MC cable may be used for 20 amp branch circuits where allowed by code and under the following conditions:
 - a. Wiring shall be in conduit from the panel to a junction box located above the ceiling in the space served by the branch circuit. MC cable may not be used for through wall penetrations.
 - b. Wiring from the junction box to lights or receptacles may be MC cable, up to a distance of 25 feet.
 - c. Health system facilities: Use hospital grade MC cable, Southwire Series HCF MCAP or equivalent as manufactured by AFC MC-STAT. Interlocked armor shall meet the NEC 517.13 grounding requirement and shall meet Federal Specification A-A59544. Fittings shall be listed for use with interlocking armor.
 - d. MC cable shall not be used for emergency circuits or fire alarm wiring.
 - e. MC cable shall not be exposed, surface mounted, or used in electrical or mechanical rooms, closets, or shafts.
5. Flexible metal conduit (FMC) or liquid tight flexible conduit (LFMC) not exceeding 6' in length shall be used only for light fixture whips or for connections to motors or equipment subject to movement or vibration. Exceptions may be granted for renovation projects allowing over 6' of flexible conduit where:
 - a. In locations that are not accessible
 - b. For the connection of light fixtures, provided they have an insulated ground wire sized in accordance with NEC
 - c. In connections to systems furniture and under floor power requirements for computer server room applications
6. EMT conduit from the communications or control wiring (under 50V) wall outlet box may terminate several inches above the ceiling where lay-in ceiling tile is used. Cabling above the ceiling shall be neatly bundled and attached to or independently supported from the building structure above. Wiring, conduit or cable shall not be laid on the ceiling system or attached to the ceiling suspension wire.
7. All empty conduits shall have a 65 lb. test polymer (or equivalent) pull string tied off at both ends.

6.6.2.6 WIRING

1. All conductors shall be copper with 75°C insulation or better.
2. All power and lighting circuit conductors shall be #12 AWG or larger. #8 AWG and larger shall be stranded conductors and #10 AWG and smaller shall be solid conductors.

3. Minimum control wires shall be #14 AWG and minimum signal wire no smaller than #18 AWG unless otherwise recommended by manufacturer.
4. No more than three single phase circuits or eight current-carrying conductors shall be run in a single conduit.
5. All new circuits shall have a green equipment-grounding conductor sized per NEC.

6.6.2.7 DEVICES

Ground fault circuit interrupter outlets or breakers are required on all power outlets within 6' of water sources. Where the presence of water or grounded surfaces contributes to a hazardous environment, ground fault protection is required.

All devices shall be 20A, heavy-duty specification (minimum) grade devices. Residential grade devices are not permitted.

Receptacles shall be mounted with the ground pole in the UP position unless otherwise directed.

Academic Building Requirements: Receptacles served from a generator shall be marked with a University approved colored faceplate.

Health System Requirements:

1. Light switches shall be ivory in color.
2. All receptacles used in the Health System shall be hospital grade.
3. Normal power receptacles shall be ivory in color and emergency power receptacles shall be red in color.
4. Cover plates shall be brushed aluminum, chrome or stainless steel with embossed circuit designations.

6.6.2.8 LIGHTING

See [Appendix G: Green Building Standards](#) for Lighting Properties Table.

For exterior fixture requirements, see [3.3.2 Site Lighting](#).

The following energy conservation measures shall be used:

1. Building designs shall take maximum advantage of natural light. Ambient light sensors, dimmers and programmable controllers are to be used where large amounts of glazing are present.
2. Occupancy sensors shall be set to Manual ON, Auto OFF and have integral light level sensor where appropriate.
3. Operation of the occupancy sensors; including Manual ON, Auto OFF operation; shall be verified by the commissioning agent.
4. All spaces shall have a control device in the space to enable the lights after hours. Enabling this control device after hours should not enable the lights in the entire building. This control shall be verified by the commissioning agent.
5. Exterior lighting shall be controlled through the use of photocells.

6. Minimize glare in offices or office areas where computers are used by implementing such methods as low-brightness luminaires, indirect lighting and/or minimizing luminance ratios between different surfaces.
7. LED lamps shall be used for lighting.
8. 12-hour timer switches with "hold on" option are to be used to control lights in mechanical rooms.
9. The use of 2' x 2' light fixtures shall be limited to those areas that are architecturally appropriate. Tandem wiring of lighting fixtures is not allowed.
10. Non-catalog and custom lighting fixtures shall not be used unless economically justified and approved by Facilities Management. Such fixtures shall be UL listed/labeled.

6.6.2.8.1 FLUORESCENT LAMPS

New and replacement fixtures shall be LED. The color temperature shall be coordinated with the user. Fluorescent lamps are for maintenance of existing fixtures.

6.6.2.8.2 LED LUMINAIRES AND LAMPS

All LED luminaires or LED luminaire replacement kits shall be tested in accordance with IESNA LM79, Approved method: Electrical and Photometric Measurements of Solid-State Lighting Products and IESNA LM80, Measuring Lumen Maintenance of LED Light Sources. The Warranty of all LED products shall be five years minimum for both LED modules and drivers.

Exit signs shall be red LED type with diffused lenses. If Tritium powered exit signs (ionizing radiation hazard) are required, OEHS must be contacted prior to installation.

6.6.2.8.3 LIGHTING LEVELS AND CALCULATIONS

Interior lighting levels shall comply with the recommended footcandle (fc) levels found in IESNA Lighting Handbook, latest edition. Lighting levels for office spaces shall be 30 fc. Lighting levels for mechanical and electrical rooms shall be 20-30 fc. Lighting level for telecommunications rooms or closets shall be 50 fc. The use of task lighting is to be maximized. The illuminance ratio for maximum to minimum light levels shall not exceed 10:1 in any occupied space.

Footcandle calculations for normal and emergency operation shall be submitted with the Contract Documents. Design fc, IES illuminance category, calculation plane height and any weighting factors used, shall be indicated on the fc calculations. Submit fixture cuts of all proposed fixtures at the Preliminary Design submittal. Submit any revised or added fixture cuts with the Contract Documents.

6.6.2.8.4 INSTALLATION REQUIREMENTS

Recessed light fixtures are to be suspended from the structure. Do not support solely from the ceiling suspension system.

The locations of light fixtures in mechanical spaces shall be field coordinated so that access to lights for relamping, maintenance and replacement is maintained with appropriate

illumination levels. For safety reasons light fixtures will be located at or around equipment so that maintenance personnel will not obscure the required illumination.

6.6.2.8.5 CLASSROOM LIGHTING CONTROL TEMPLATE

Lighting control system shall be a six zone. Controls shall operate on 120V circuit installed per manufacturer's recommendations. System shall consist of controller up to four lighting circuit, daylight dimming control. The controller shall be wall mounted behind the podium. Wall stations shall be located by each door (on-off type for all lights) and on the wall behind the podium (dimming type allowing individual control for each lighting circuit). An occupancy sensor mounted on the ceiling shall turn off all lighting circuits in the room after predetermined time. Daylight sensors shall be provided to control lighting levels. Basis of design is Lutron Grafik Eye QS.

6.6.2.8.6 HEALTH SYSTEM REQUIREMENTS

1. All patient corridors shall use direct/indirect lights.
2. Some specialty fixtures may be allowed in public areas and high profile spaces.
3. Offices shall use direct/indirect lights.
4. Patient room light fixtures shall be multi-function, providing indirect ambient, direct reading, examination, and nurse/night light.
5. Exam lights are typically owner furnished and contractor installed. Confirm specification and selection with the Health System Clinical Engineering Systems department.
6. Where medical uses, such as MRIs, or diagnostic and treatment areas require special lighting specifications, their use is approved.
7. Dimmable down lights may be incandescent or LED for clinical applications.
8. Non-dimmable down lights shall be fluorescent or LED.

6.6.2.9 MOTORS AND STARTERS

Provide electronically commutated motors (ECM) for all motors two horsepower and below. Use higher horsepower motors when available.

Provide variable frequency drives (VFDs) for all fans and motors three horsepower and above. VFDs shall be provided with a connection that enables the BAS to trend energy and consumption.

Motors $\frac{3}{4}$ hp and larger shall be 3-phase, using the highest available appropriate voltage. All such motors shall be equipped with permanently lubricated bearings.

All motors shall be NEMA Premium Efficiency type, complying with the requirements of the latest edition of NEMA MG 1, with a service factor of 1.1 or better. All motors between 1 and 200 hp shall exceed these standards where possible and economically justified.

Sheaves and V-belts on belt driven equipment shall be rated for 150% of motor horsepower. Belts shall be guarded to provide safety protection, ventilation and cool operation. Solid sheaves and band belts shall be used to minimize vibration in multiple V-belt driven equipment.

All motors, except light-duty fractional horsepower motors, shall be provided with motor controllers. Controllers shall provide under-voltage protection when used with momentary

contact control devices and under-voltage release when used with maintained contact control devices. Controllers shall also provide phase-loss (single phasing) protection.

A lockable disconnecting means shall be provided at all motor locations within sight (50') and reach of motor location. All motors and their disconnecting means shall be clearly marked to identify the motor that the disconnect serves. Circuit breakers shall not serve as motor disconnecting means.

6.6.2.9.1 VARIABLE FREQUENCY DRIVES

All motor variable frequency drives (VFDs) shall meet IEEE standard 519. The VFD shall be able to communicate with Building Automation System controls, through BACNET or other acceptable communications protocol. Where multiple VFDs are fed from the same panelboard or MCC, the contractor shall provide a harmonic analysis, at that point, to show compliance with IEEE 519. Include analysis with drive submittals.

VFDs shall be pulse width modulated (PVM) type using IGBT technology. VFDs shall be provided with by-pass isolation switches. In the Health System, VFDs shall be 18 pulse for higher than 60 hp and 12 pulse drives for less than 60 hp.

6.6.2.10 BUS DUCT INSTALLATIONS

Include the following paragraph in specifications for bus ducts:

“The bus duct shall not be energized until the A/E has received and reviewed a letter from the contractor and a Commonwealth of Virginia Licensed Professional Engineer provided by the contractor, certifying that the installation was inspected and it was determined that the entire bus duct system has been properly installed in accordance with the Final Construction Documents, including approved Shop Drawings and/or manufacturer’s instructions for this Project.”

The certification of this work shall include the torque pressure used to tighten bolts at all spliced joints in the bus duct system.

6.6.2.11 LIGHTNING PROTECTION SYSTEMS

For new facilities, roof replacements, and solar array installations the A/E shall evaluate the building to determine if a lightning protection system is required. Lightning protection systems shall be provided on structures with risk factor of 4 or greater as determined by NFPA 780.

A lightning protection system is not required where either:

1. Ten times the Annual Threat of Occurrence ($10 \times Nd$) is less than the Tolerable Lightning Frequency (NC), as calculated in the Simplified Risk Assessment (L.5).
2. The total Risk (R) is less than the maximum Tolerable Risk (RT), as calculated in the Detailed Risk Assessment, for each type of loss relevant to the structure (L.6).

Provide a note on the project cover sheet or electrical cover sheet specifying the risk factors and specify if a lightning protection system is required. Risk evaluation documentation shall be made available upon request.

Photovoltaic array installations shall be provided a minimum of a lightning arrestor either at the array or at the output of the inverter to protect downstream equipment regardless of the risk factor.

6.6.2.11.1 LIGHTNING PROTECTION SYSTEM LABELING AND CERTIFICATION

Initial certification or re-certification by inspection is required for all lightning protection systems that are installed or modified as part of a construction project. The inspection shall be performed by either:

1. Underwriters Laboratories under the most recent edition of UL 96A: Standard for Installation Requirements for Lightning Protection Systems.
2. A Lightning Protection Institute certified inspector under the appropriate Lightning Protection Institute master certificate inspection.

The inspection shall certify the final installation to obtain a master label for all elements to include the facility and services entering the facility.

The installation contractor shall provide a third party master label inspection to OUBO prior to project close out. Should the contractor not be able to obtain a complete master label, the contractor shall provide the remaining certification at their expense prior to issuance of a final Certificate of Use and Occupancy or Building Permit Close Out. These are typically part of UL 96A, Chapter 13. Planning and coordination of inspections shall be conducted during the design phase, and shall be coordinated with OUBO.

6.6.3 SPECIAL SYSTEMS

6.6.3.1 TELECOMMUNICATIONS

See also [1.4.5.2 Information Technology Services \(ITS\)](#), the [ITS guidelines](#) and [1.4.3.6 Emergency Telephones](#).

The University owns its own telephone system and integrates its information technology and cabling for telecommunications under management by the Department of Information Technology and Communications.

Contractor shall provide a system of conduits, outlet boxes, backboards, etc., to support the installation of cabling by others, unless otherwise directed by the Project Manager in writing.

The conduit or raceway system shall be sized to accommodate the foreseeable uses of the building plus 25%. Outlet boxes shall be a standard 4" x 4" outlet box with single gang plaster ring and 1" C to above accessible ceiling. Conduit end shall be bushed. All buildings, including residential facilities, require information technology outlets, unless otherwise directed by Project Manager in writing.

Telecommunications rooms/closets shall have a minimum of two 20A, 125V receptacle circuits and one NEMA L14-30R receptacle circuit. Health System IT closets shall have a minimum of one L6/30 receptacle. Quad receptacles shall be located at 48" on center on all walls and shall be clearly labeled. Telecommunications room receptacles shall be served by emergency power where available.

Sleeves through floor assemblies for conduit, cabling or other penetrations shall extend at least 1" above the finished floor. Provide a minimum of four 4" penetrations per closet. In existing buildings the precise location of penetrations shall be marked on the site with an "X" mark on the floor or wall for review and approval by designated Facilities Management personnel prior to coring.

Provide a green grounding conductor back to the main service ground from each telephone backboard. Leave a minimum of 12" slack at the backboard for connection to equipment by others.

6.6.3.2 TELECOMMUNICATION CABLING STANDARDS

The Council on Information Management has adopted Standards for Telecommunications Cabling that shall be used when preparing designs related to telecommunications wiring for University owned buildings.

The following standards of the Electronic Industries Association are referenced in the Telecommunications Cabling Standard:

ANSI/EIA/TIA-568-A Commercial Building Telecommunications Cabling Standard

ANSI/EIA/TIA-569 Commercial Building Telecommunications Pathways and Spaces

ANSI/EIA/TIA-570 Residential and Light Commercial Telecommunications Cabling Standard

ANSI/EIA/TIA-606 Administration Standard for the Telecommunications Infrastructure for Commercial Buildings

ANSI/EIA/TIA-607 Commercial Building Grounding and Bonding Requirements for Telecommunications

6.6.3.3 CABLE TELEVISION

Cable television services shall be provided in University residential facilities. Cable connection is obtained from the holder of the local cable franchise or from a University system as coordinated through the Project Manager.

Contractor shall provide a system of conduits, outlet boxes, backboards, etc. to support the installation of cabling by others unless directed otherwise by the Project Manager in writing.

Cable television services shall coordinate with Clinical Engineering in Health System areas.

6.6.3.4 SECURITY

The A/E shall determine in consultation with the Project Manager the application of security systems for each project. The issue of security is particularly applicable for computer operations, Health Systems facilities, residential facilities and exterior access doors.

The A/E through the Project Manager shall consult the University of Virginia Police Department during the design of security systems to insure that the proposed system meets Police

Department recommendations for compatibility with existing systems and the adequacy of the proposed design.

Card reader access systems shall be required at a minimum of one major, visible building entrance as coordinated with the University Police through the Project Manager.

Security alarm systems are monitored at either the University Police Station on Route 250 West or at the Systems Control Center in the Leake Building. At a minimum, contractor shall provide a system of conduits, outlet boxes, backboards, etc., to support the installation of a security system by others unless directed otherwise by the Project Manager in writing.

6.6.3.5 CLASS 2 AND 3 ELECTRICAL CABLES

All cables including but not necessarily limited to data, voice, alarm, and security system cables and wires, installed in University-owned facilities shall be self-supported with an approved hanger device when cables or wires are not installed in an electrical raceway. Cables shall be supported at no greater than twelve-foot intervals and securely fastened to the building structure. All cabling not installed in conduit shall be plenum rated.

6.6.3.6 FIRE DETECTION AND ALARM SYSTEMS

6.6.3.6.1 CONSTRUCTION DOCUMENTS REQUIREMENTS

The A/E shall provide project specific drawings and specifications that define a Code compliant fire alarm system. Performance criteria do not meet this intent. The A/E shall confirm that the fire detection and alarm systems are complete, functional and Code compliant.

6.6.3.6.2 SPECIFICATIONS

1. Provide wording that the contractor shall not alter the location and type of fire alarm system initiating appliances, control and trouble signaling equipment, location of major components without written approval by the A/E and University Building Official.
2. Provide description of the acceptance testing requirements and which of the acceptance tests are to be witnessed by the University Building Official.

6.6.3.6.3 REQUIRED CALCULATIONS

1. Quantity and location of the audible alarms as indicated on the drawings to achieve the Code defined sound pressure levels in each of the respective spaces.
2. Required capacity of the secondary power supply attained.
3. Candela performance for alarm notification devices, including any provided with protective covers.

6.6.3.6.4 SHOP DRAWINGS

The A/E of record shall provide a “sealed” statement, attached to the reviewed Shop Drawings, indicating that the fire alarm Shop Drawings (Working Drawing Plans, product data,

and calculations) satisfy the requirements of the Final Construction Documents and the Code [citing applicable National Fire Protection Association (NFPA) criteria].

6.6.3.6.5 SYSTEM REQUIREMENTS

The fire alarm system shall be a Siemens XLS Firefinder Fire Alarm Control Panel. The fire alarm system shall be provided with tone and voice evacuation subsystem as an extension or integral part of a building fire alarm system. A digital message repeater shall also be provided with a microphone allowing for local paging from the annunciator. Renovations to existing systems must remain compatible with the existing fire alarm control panel. All initiating and notification appliances shall be UL listed to be used with the fire alarm system.

Fire alarm devices (other than pull stations) shall be white for new buildings and where an entire floor is renovated. Where a portion of a floor is renovated, devices shall match the color of existing devices.

In vivaria, audible notification appliances provided shall not be in the audible range of rodents. UL listed appliances for that use shall be provided. Basis of design product is Silentone by Arrowmicht. With prior approval from OUBO, visual only notification appliances may be installed in vivaria and in their immediate vicinity.

All fire alarm systems and components should be serviceable by FM Fire Protection personnel or training shall be provided by the manufacturer at the expense of the installing contractor.

Where new devices will be added to an existing system, they shall match the types of, or be compatible with, the system already in place unless otherwise directed by the Project Manager in writing. Devices added to an existing system shall be listed as compatible for use by the system manufacturer.

Fire alarm equipment that is obsolete and is no longer manufactured at the time of the system installation or during the warranty period shall be replaced by the installation contractor at no additional cost to the University.

6.6.3.6.5.1 Fire Alarm System Monitoring

All buildings with fire alarm systems shall have either the fire alarm panel (FACP) or remote annunciator at the main entrance or other location approved by the local fire department.

All fire alarm systems in University facilities in Charlottesville shall be monitored by the Facilities Management Systems Control Center (SCC) through extension of existing Keltron system. All projects should ensure that dry-type contact relay pairs are available from building fire alarm panel(s) for alarm, trouble and supervisory conditions (points). Additional building information such as alarm on a floor-by-floor, or by-zone basis may be achieved through direct digital communication between Keltron system devices and building fire alarm system. In addition, where fire pumps are installed there shall be normally open dry contacts for signaling up to four additional points for the Fire Pump Running, Fire Pump Power Loss, Fire Pump Phase Reversal and Fire Pump Power Transfer.

Near the time of project commissioning, the owner will furnish and install suitable communications and interface devices to ensure points are monitored at SCC. The Project Managers shall ensure that the cost of the interface devices and associated labor are included in the base budget for all new construction. The transceiver shall be located next to the building main fire alarm control panel. Additional work may include running a conduit from transceiver to an antenna on exterior wall or roof for wireless signal. Project Manager should consult with the SCC Manager as early in the process as possible to determine the appropriate level of monitoring for the project and to determine if there may be any problems in establishing communication with the facility.

University remote facilities, not in Charlottesville, without a constantly attended monitoring center shall have a contract in place with a company that provides services to meet the definition of listed Remote Supervising Station Service in accordance with NFPA 72. The services shall include runner service to the facility. Equipment installation, inspection, testing and maintenance are the responsibility of University.

6.6.3.6.5.2 Installation Requirements

All fire alarm wiring shall be installed in conduit. Junction box covers shall be painted red with letters "F/A" using a permanent marker on the cover.

Fire alarm signaling line and notification appliance circuits shall not be electrically loaded beyond 80% of full capacity to allow for future expansion of the system.

All fire alarm initiating devices, control modules, speaker, horn and strobe circuits shall be labeled to identify the device address, circuit origin and function, as applicable on the device.

Auxiliary devices that are interfaced with the fire system (such as magnetic door hardware, security interfaces, BAS, sound systems, and lighting) shall have their own dedicated power source and shall not be powered by the fire alarm system.

Provide a listed addressable relay for fire alarm shutdown status for any mechanical equipment requiring duct smoke detectors.

Spare parts shall be provided for each type of initiating, field control module and notification devices installed on the fire alarm system. A minimum of three of each type of device, or 5% of the total number of each type of device installed in the building, whichever is greater, shall be provided to the Project Manager.

Smoke detectors must be non-ionizing radiation brands or if ionizing radiation, then they must be domestic (USA).

Termination connections, other than terminals provided on devices affixed to the box, shall not be made in a junction or termination box smaller than 6"x6"x3", or the equivalent volume. Termination box covers shall be labeled. Connections shall be made using terminal strips or wire nuts.

6.6.3.6.5.3 Project Closeout and Inspections

The final version or revision of all intelligent fire alarm control panel software shall be turned over to the Project Manager for the University's Fire Protection Supervisor in addition to the record of completion form in an electronic media format such as a CD or USB Flash Drive.

1. All fire alarm initiating devices shall be labeled with the device address.
2. All notification devices shall be labeled with a distinct 6-digit number ("XXX-XXX").
3. All fire alarm initiating, notification, and auxiliary devices either added or deleted from a fire alarm system, shall be captured on a [Fire System Device Inventory](#) form and submitted to fireprotection@virginia.edu prior to occupancy.

Fire alarm systems are to be acceptance tested in accord to Code requirements. UVA Fire Protection Group shall observe the installed system and witness the fire alarm system performance tests prior to University Building Official office and responsible State Fire Marshal Office. The A/E and contractor shall certify that the fire alarm system is complete.

See [1.4.3.5 Electronic Access Controls](#).

6.6.3.7 OTHER SPECIAL SYSTEMS

Other special systems such as nurse call, intercom, audio/visual or paging shall be provided on a project-by-project basis.

Health System nurse call and patient care shower electrical boxes shall be installed such that:

1. Patient shower pull station electrical boxes to be installed on the same wall as and to the left of the showerhead at 6'-6" to the center of the box.
2. Color touch screen VOIP annunciator, single or dual patient stations, staff or duty stations and intercom recommended equipment is RACO 942 with 822 cover (8" x 4" x 2-½" box with 3-gang plaster ring).
3. Color touch screen VOIP console, code blue, shower pull station, toilet pull station, dome light, card reader, and push-to-open recommended equipment is RACO 231 with 782 cover (4" x 4" box with 1-gang ring).
4. Where a single manufacturer is identified, University Project Manager shall verify conformance with state procurement regulations.

6.6.4 ELECTRICAL TESTING

All electrical systems shall be tested prior to acceptance. All testing shall be in accordance with the International Electrical Testing Association (NETA) Acceptance Testing Specifications, manufacturer's recommendations or other approved testing standards. An independent testing company shall perform testing. Contractor shall notify the testing agency when the systems are ready for testing. Copies of test reports and any recommendations shall be furnished to the Project Manager. Facilities Management shall be notified in advance of testing and shall have the option of witnessing any or all tests.

All testing of electrical systems of a capacity of greater than 30 kW must be coordinated at least two working days in advance with the Facilities Management Department of Operations or the Health Systems Physical Plant, as appropriate and coordinated by the Construction Administration Manager. Testing may be required to be performed during off-hours.

6.6.5 RECORD OR AS-BUILT DOCUMENTS

At a minimum, electrical as-built documents shall contain the following information:

1. Location of all underground electric lines, telephone lines, manholes, pull boxes, etc.
2. Location of all conduits in and/or under slab
3. Location of all device boxes in slab
4. Location/routing of all conduits greater than 1" and any associated pull boxes
5. Location of all transformers, panelboards, switchgear, etc.
6. Final one-line and/or riser diagram to include the final fuse sizes
7. Final circuit numbers for all devices and final panel schedules
8. Final manufacturer and make for all fixture types
9. Exterior lighting information as detailed in [3.3.2 Site Lighting](#).
10. Final location of all exit and emergency lighting
11. Final locations of all fire alarm devices, terminal cabinets, etc.
12. Final locations of all telephone, and other low voltage system backboards
13. Final locations of all lighting control devices
14. HVAC zone maps by air-handling unit that clearly indicated which areas of the building are served by each air-handling unit.

See [1.5.3 Operation and Maintenance Manuals/Data](#).

6.7 ELECTRONIC MONITORING AND CONTROLS

6.7.1 APPLICATION

All building automation system controls shall be specified in Division 25. New building control systems shall integrate with UVA [Systems Control Center](#) (SCC) existing web-based systems for 24 hour monitoring and control. Only building automation system technologies from one of UVA's pre-approved building automation system vendors shall be used.

Systems that require remote monitoring and/or control, utilizing the existing approved computerized central systems, include, but are not limited to: (1) HVAC, (2) fuel burning equipment, and (3) emergency generators.

The extent and nature of controls and/or monitoring systems shall be determined and submitted for approval in the Preliminary Design phase of the project. The use of stand-alone pneumatic or electric controls requires an approved D&F.

See [Appendix B: Utility Metering Requirements](#) and [Appendix G: Green Building Standards](#) for sub-metering. All meters shall be owner furnished and contractor installed (OFI).

6.7.1.1 GENERAL GUIDELINES

1. The vendor of electronic monitoring and controls shall provide all control devices.
2. All controls shall be DDC and all actuation shall be electric.
3. A five-year warranty shall be specified on electric actuators.
4. During renovations all pneumatics in the area being renovated shall be replaced with DDC and electric actuation.
5. Individual offices shall have means of ensuring acceptable temperature control (user adjustable thermostat and control device, appropriate zoning or other designed means). Where air terminal devices serve multiple offices provide a temperature sensor in each office, averaged to control the air terminal device.
6. Provide Magnahelic or inclined manometer on all air filters.
7. The air tubing on VAV boxes shall be neoprene rather than rubber or plastic.
8. Controls such as carbon dioxide (CO₂) or occupancy sensors shall be used to modulate outside airflow in classrooms and auditoriums, unless demonstrated not to be cost effective. On units with CO₂ control, the sequence of operation shall specify when outside air dampers can be closed, and when fans can be shut off.
9. Units with CO₂ controls will be shut off during unoccupied hours when CO₂, temp, and relative humidity are satisfied; and restarted on demand by any of those sensors. When all classrooms on a given system are empty during normal occupied hours, the outside air damper shall not close but shall go to a minimum position as required by code, and the CO₂ level will be allowed to fluctuate. If extreme conditions prevent the system from maintaining all set points, the CO₂ level will be allowed to drift. The BAS will monitor points as required to detect failure to maintain any set point.
10. Untempered outside air shall not be supplied directly to occupied spaces or into the returns of fan coil units.
11. Sequence will specify if fans run continuously or can be shut off. Supply, return, and exhaust fans shall be interlocked as required.
12. AHUs should have manual override to run unit with high outside airflow (for venting odors from new carpet/furniture, floods, etc.)
13. Where perimeter heat is needed at large windows and exterior walls, it shall be interlocked with AHU/zone control. Perimeter heat will normally be supplied from a closed building LTHW loop with a converter served by the University MTHW system.
14. Freeze protection shall be provided on all air handling units. Freezestats shall stop the supply and return fans, close the outside damper, and open the heating coil valve directly, without relying on any controller or controls logic programming. Where DDC is used, the freezestat controls shall be completely independent of the DDC system.

6.7.1.2 CRITICAL LOADS

In buildings with critical loads, as determined by Facilities Management, all necessary components of the HVAC, control and communications systems shall be on emergency power. If emergency power is not available in the building the chilled water pump bypass valve (V-3) and cooling coil control valves on critical loads shall fail open in the event of a power failure to allow free flow from the distribution system; chilled water valves on non-critical loads shall fail closed.

Critical safeties on HVAC systems shall be hard wired rather than controlled by the DDC system.

Critical exhaust fans (Vivarium, BSL suites, rad hoods, perchloric acid hoods, etc.) that run continuously should not have a start/stop function on the DDC system. Provide a manual hand/off/auto switch and failure alarm to the DDC. Where two fans are provided the “lead” fan will be in the “hand” position and the “lag” fan will be in the “auto” position so the DDC system can start the “lag” fan automatically upon a failure of the “lead” fan.

6.7.1.3 SENSORS

Building automation system (BAS) sensors used for energy monitoring shall be provided with thermal energy packages per [Appendix B: Utility Metering Requirements](#). Global outside air temperature humidity shall be obtained through the DDC system. DO NOT provide temperature and humidity sensors on the exterior of individual buildings.

6.7.1.4 SMOKE DETECTORS

Smoke detectors shall have three sets of dry contacts for separate hardwired connection to the fire alarm system, the interlocked fan, and the DDC system.

6.7.1.5 ANIMAL HOLDING ROOMS

Provide temperature and humidity display for each animal holding room. Displays shall be NIST traceable, with NEMA type enclosures, equivalent to Vaisala HMT331/HMT/333. If displays are located inside the animal rooms they shall have a waterproof enclosure suitable for periodic wash downs. The sensors for these displays shall be the controlling sensors and should be suitable for high humidity environments with quick recovery for saturation events, equivalent to HMT337 series. If the humidifier is provided in the central station AHU, the humidity sensors shall be averaged for control.

6.7.1.6 BSL-3 LABS

BSL-3 labs shall have a means to completely shut off the supply air if exhaust air is lost to prevent a positive pressure in the space; this shall be via a hardwired connection, NOT through the DDC system. Bubble or gas tight dampers on the supply air may be appropriate in some situations.

A central UPS system or a number of local UPS systems should be used to back-up all building-wide low voltage systems that are essential for bsl-3 containment operation as well as critical research, patient care and other critical systems.

6.7.2 BIDDING PROCEDURES

The Project Manager shall solicit pricing proposals from UVA prequalified control system vendors as part of the primary project bid documents. As an alternative, the A/E and Project Manager, through the Facilities Planning and Construction Office of Contract Administration, may provide drawings and specifications to providers of approved BAS systems and negotiate pricing separately from the primary project bid documents. The selected BAS supplier shall be contracted and the primary project bid documents shall include assignment of this negotiated price to all bidders.

6.7.3 CONTRACT DOCUMENT GUIDELINES

The UVA [Building Automation System Standards](#) shall be included in the Contract Documents or incorporated by reference stating that the Controls Contractor must adhere to the latest version of the BAS Standards. Sequence of operations shall be per UVA [Standard Control Sequences](#). Unless otherwise agreed in consultation with UVA the A/E will include the Building Automation System Guidelines (incorporate in Section 25 0000 of the Specifications) from the [BAS Controls webpage](#) in the Contract Documents.

The A/E shall also incorporate the following in the Contract Documents:

1. Sequence of operations shall be noted on the control drawings. Specification shall require the Contractor to permanently mount a copy near the equipment.
2. AHU points list, airflow schematic, and sequence of operations shall be on the same sheet. AHU schedule (with gallons per minute) and detail shall also be on this same sheet, unless space prohibits.
3. Pumps point list, pump flow diagram and sequence of operations shall be on the same sheet. Pump schedule and detail shall be on this same sheet, unless space prohibits.
4. Building plans shall include chilled water, hot water/steam and airflow schematics. Designs for renovation projects shall update existing building schematics.
5. Provide a component coordination responsibility matrix specifying the HVAC, ATC and Electrical Contractor's scope of work for devices furnished, installed or wired by different divisions of specifications. The matrix should include the following headings: Device, Furnished By, Installed By, Power By, Control Wiring By, and Fire Alarm Wiring By.

At project completion, the Project Manager shall submit a table in Microsoft Excel format to SCC indicating the AHU, terminal device, exhaust fan if any, and other HVAC components serving each room, organized by room number.

APPENDIX A – FIGURES

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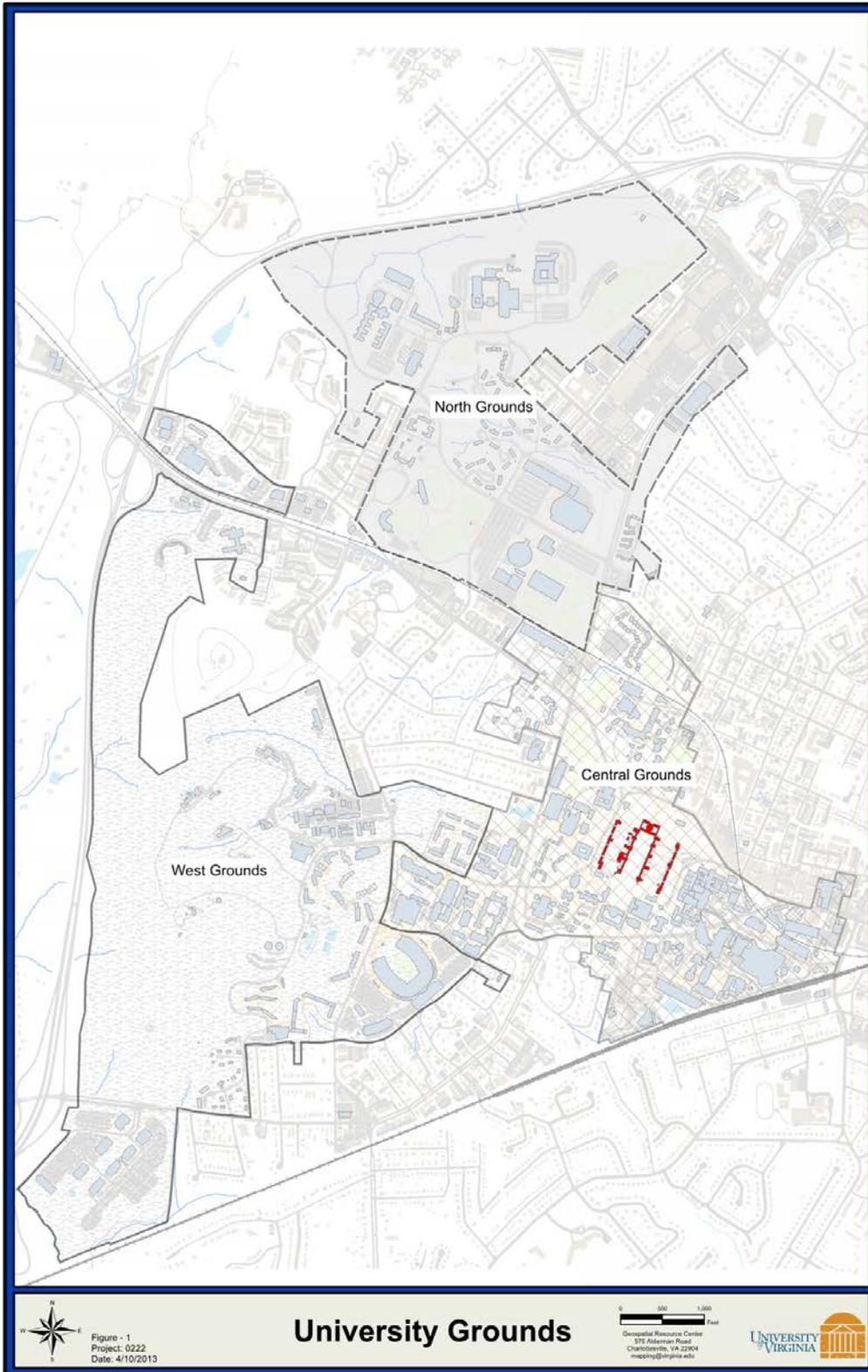


Figure 1: University Grounds

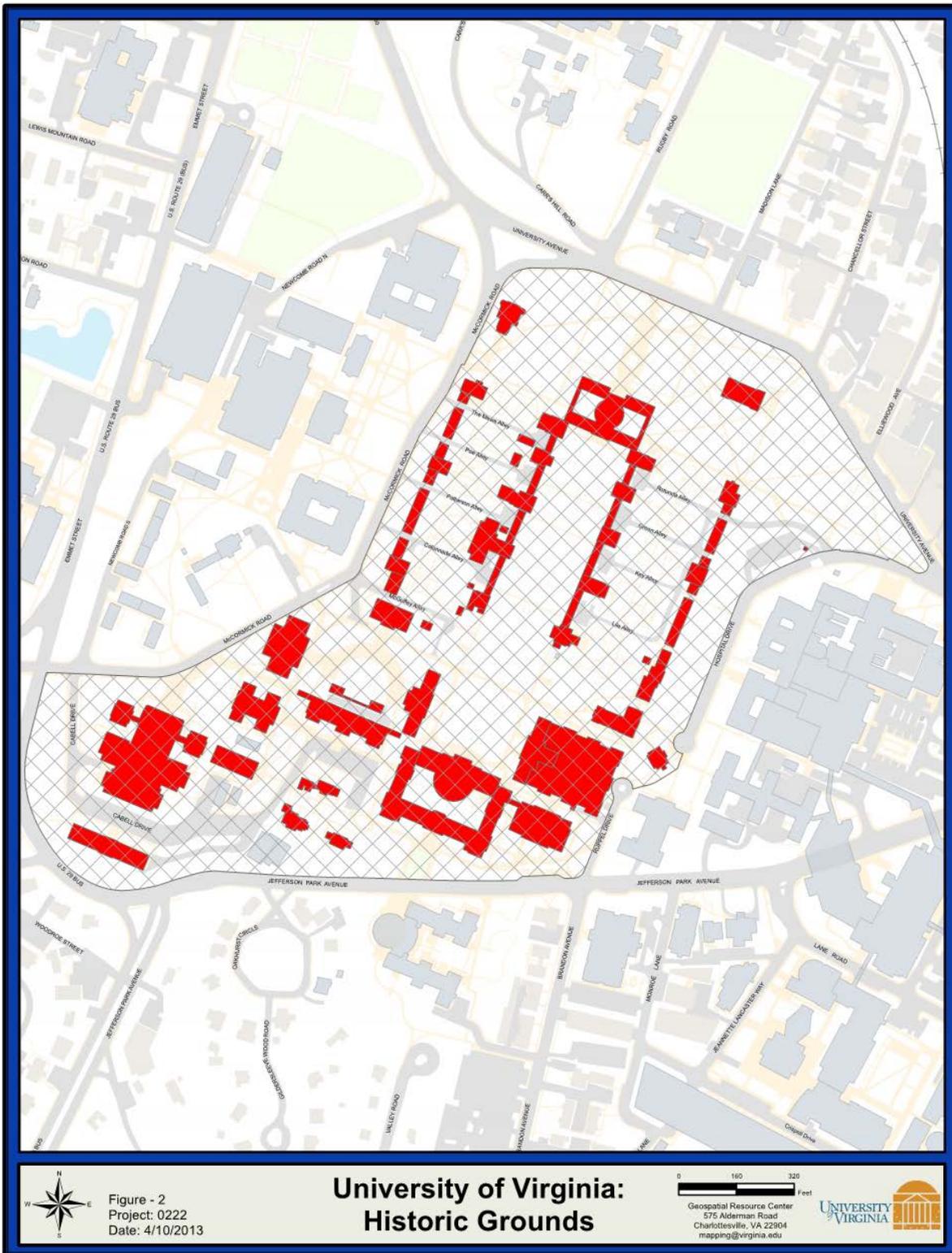


Figure 2: Historic Grounds

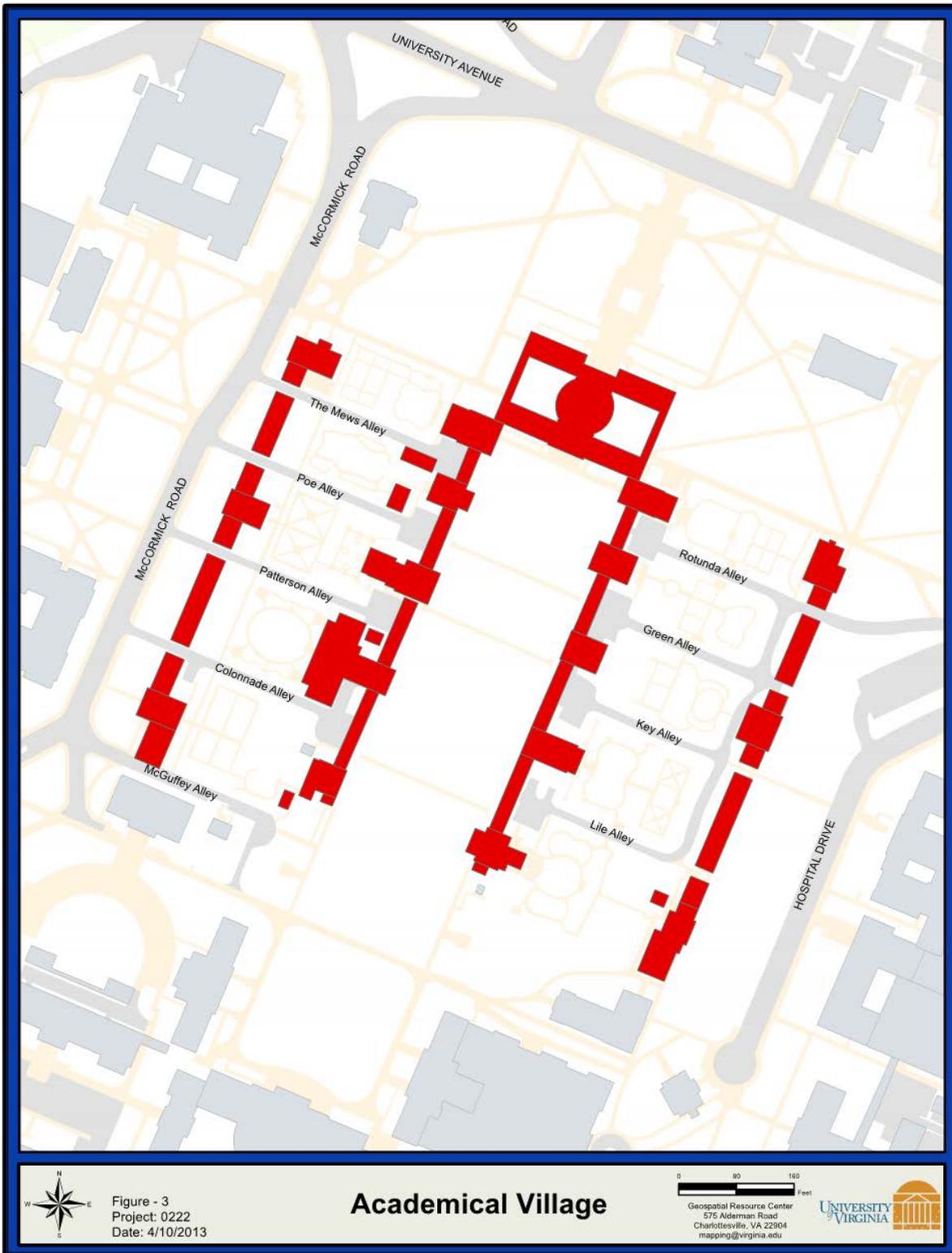


Figure 3: Academical Village

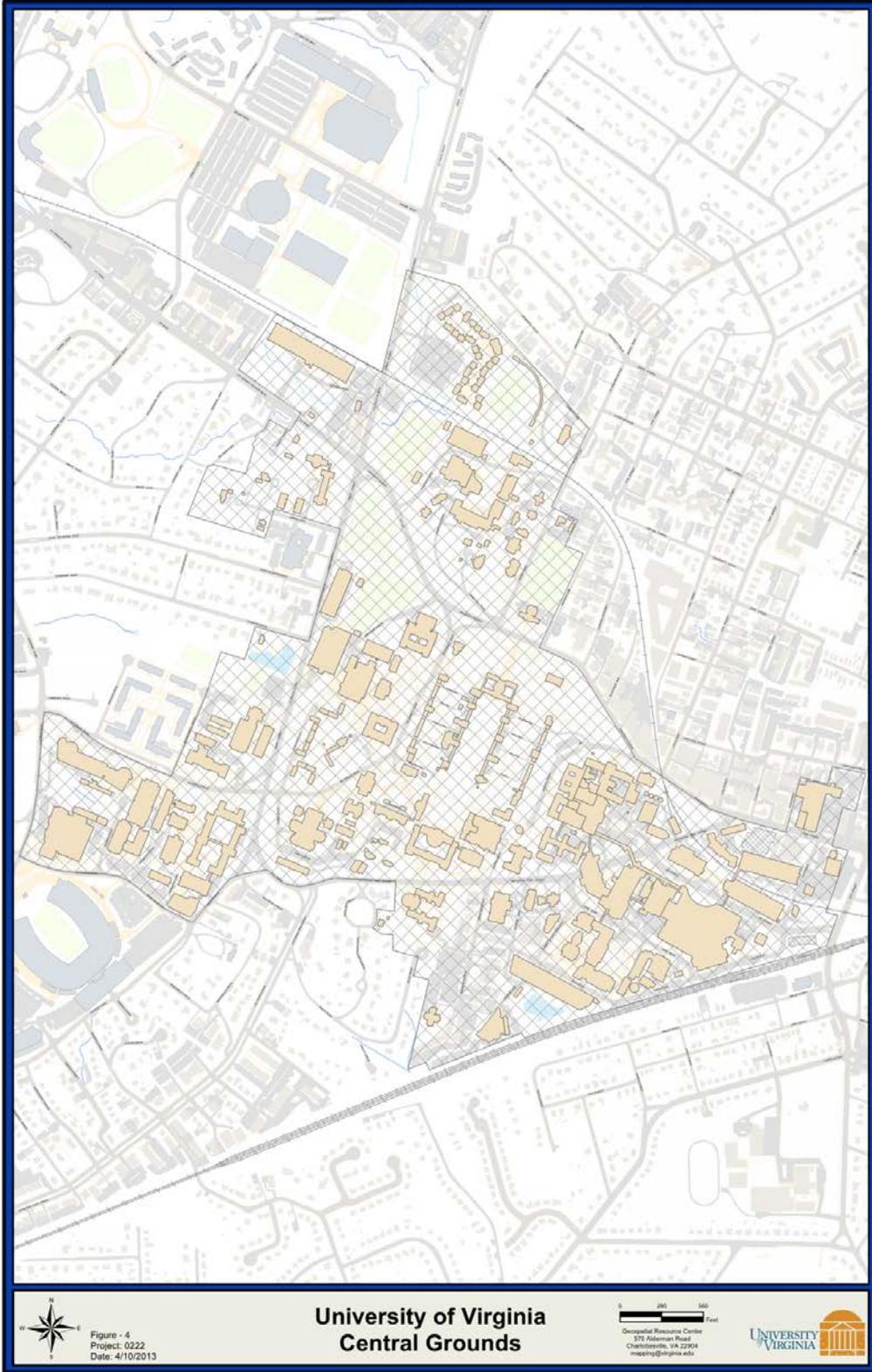
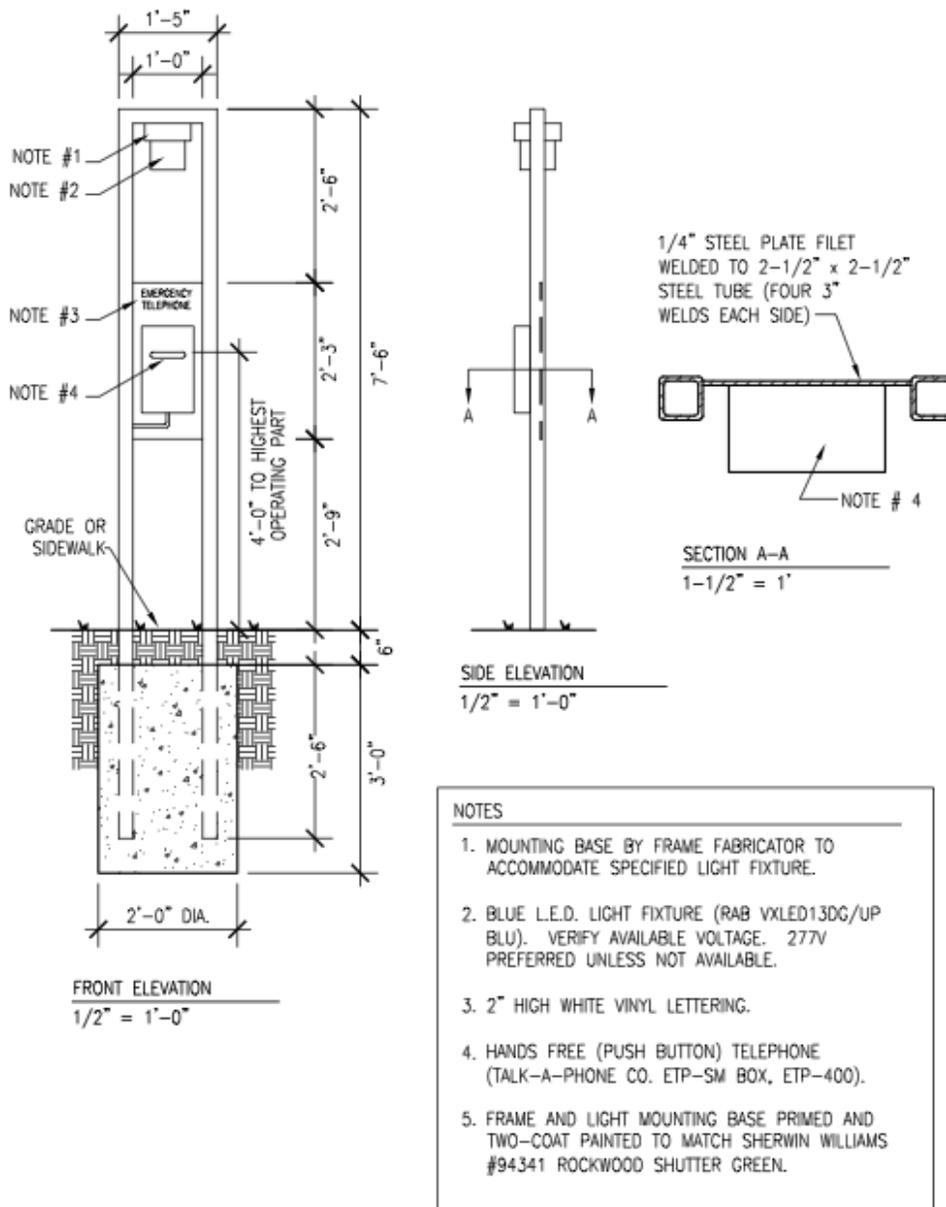


Figure 4: Central Grounds



EMERGENCY PHONES

Figure 5: Emergency Phones

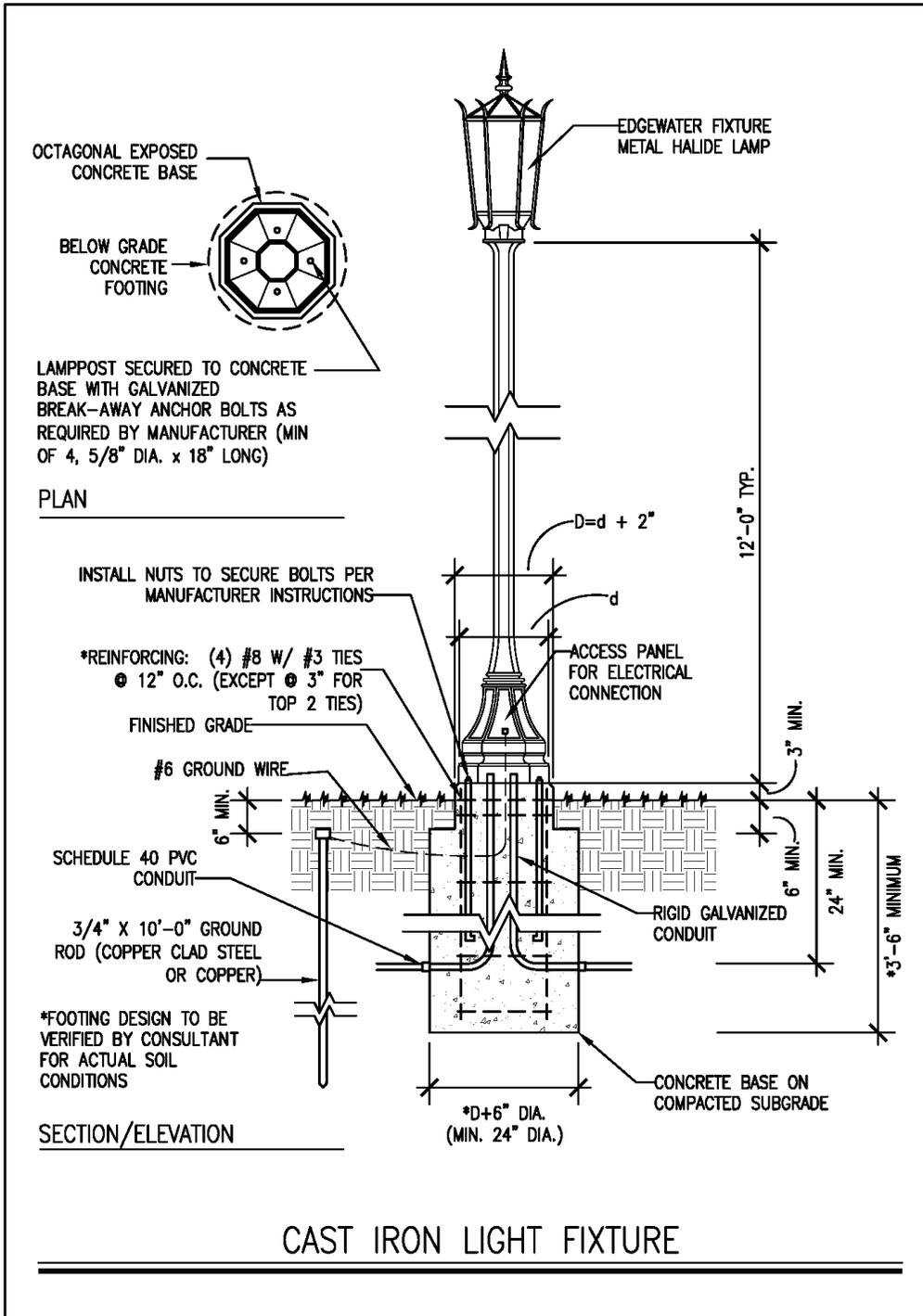


Figure 6: Cast Iron Light Fixture

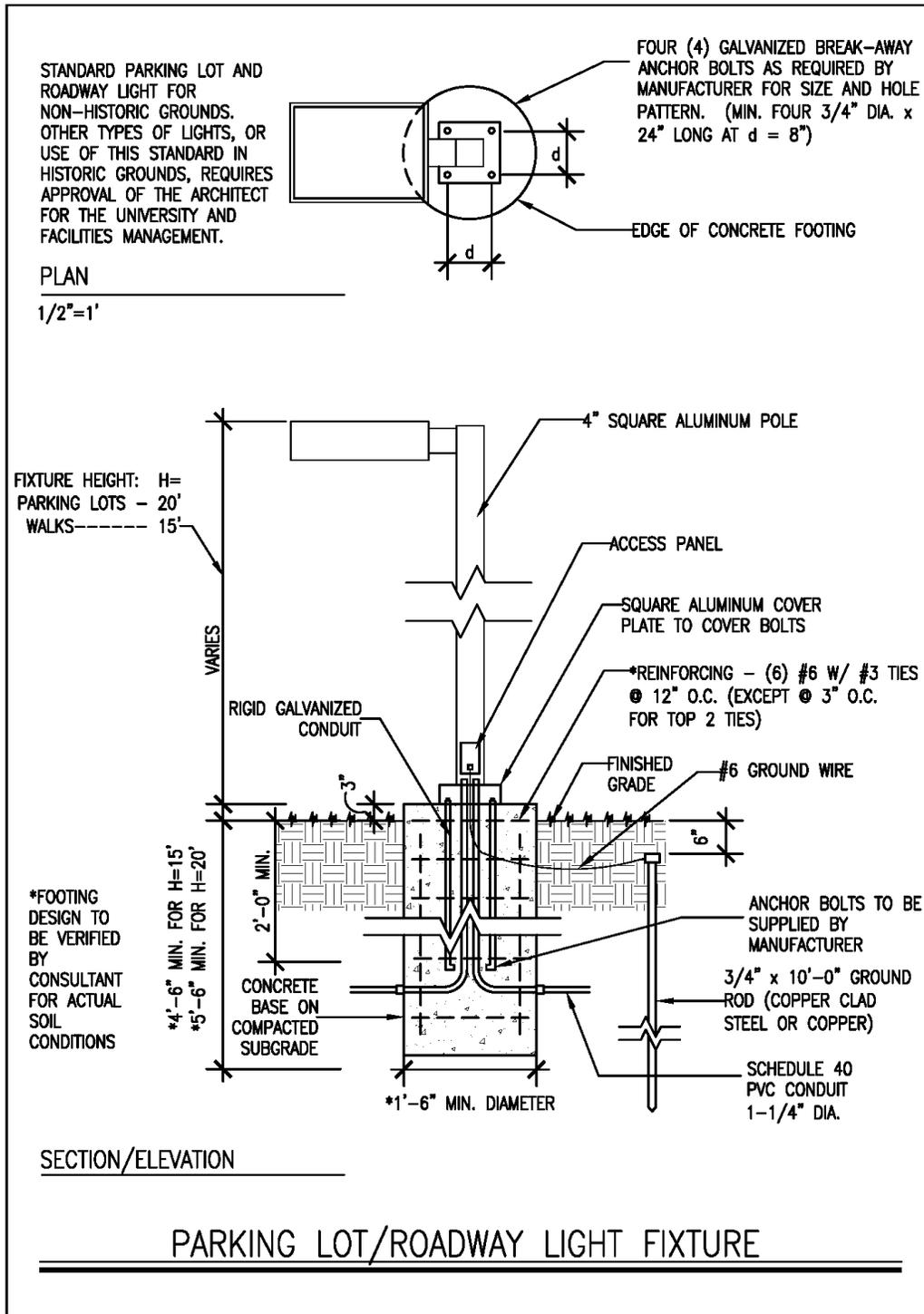


Figure 7: Parking Lot / Roadway Light Fixture

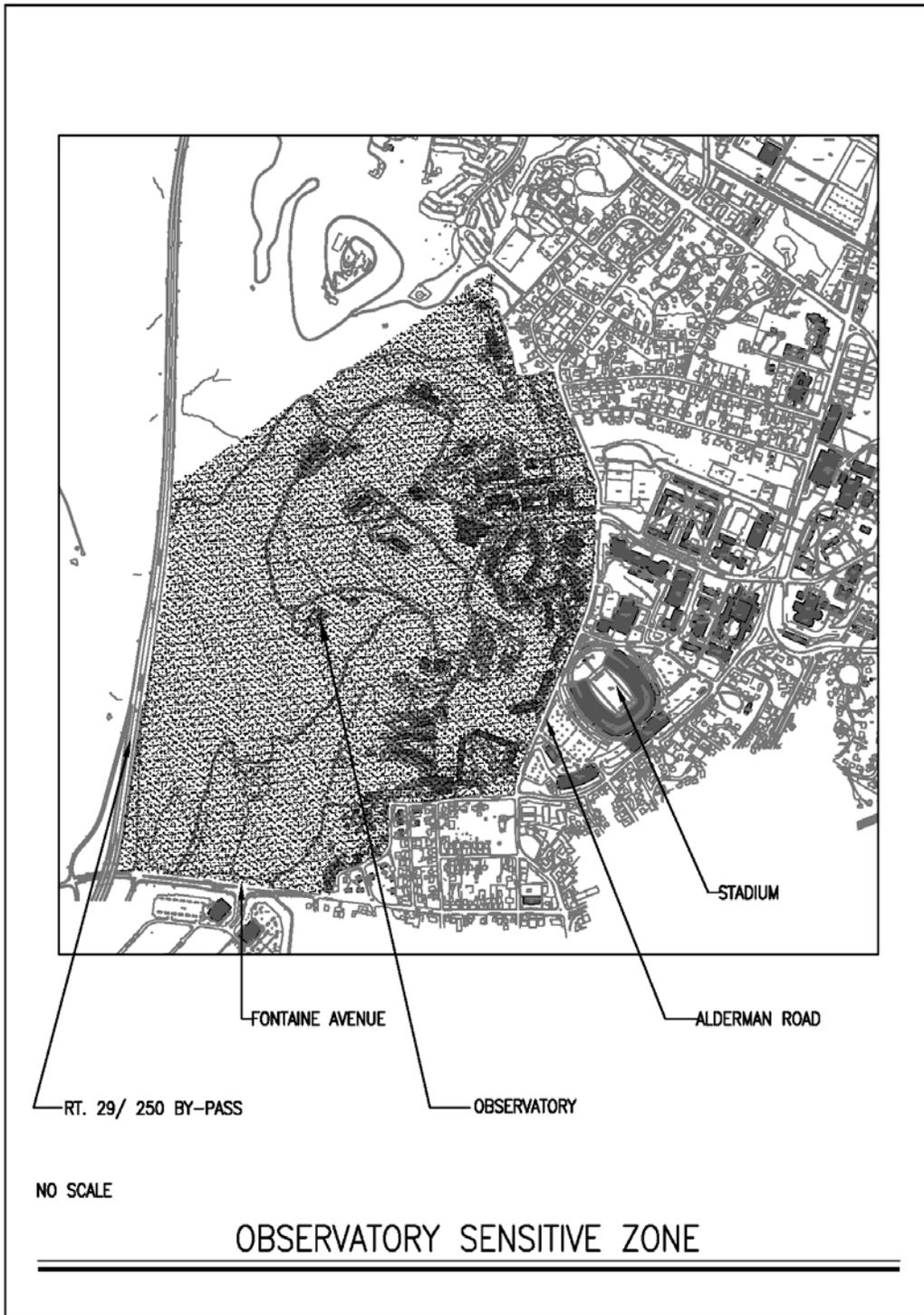
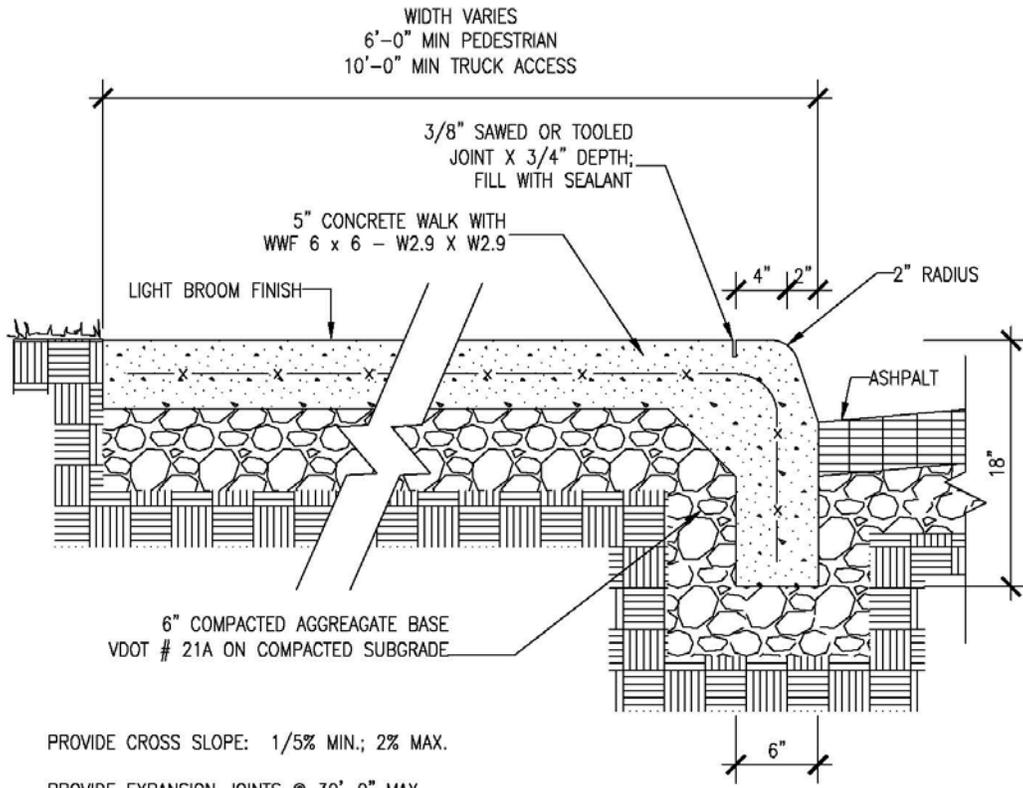


Figure 8: Observatory Sensitive Zone



PROVIDE CROSS SLOPE: 1/5% MIN.; 2% MAX.

PROVIDE EXPANSION JOINTS @ 30'-0" MAX

PROVIDE TOOLED OR SAWED JOINTS @ 6'-0" O.C. MAX

WHERE PERMITTED BY SITE LAYOUT, SEPARATE SIDEWALK FROM CURB WITH LANDSCAPE/GRASS FOR PEDESTRIAN SAFETY.

CONCRETE TO BE 3000 PSI AIR ENTRAINED

INTEGRAL CONCRETE SIDEWALK AND CURB

Figure 9: Integral Concrete Sidewalk and Curb

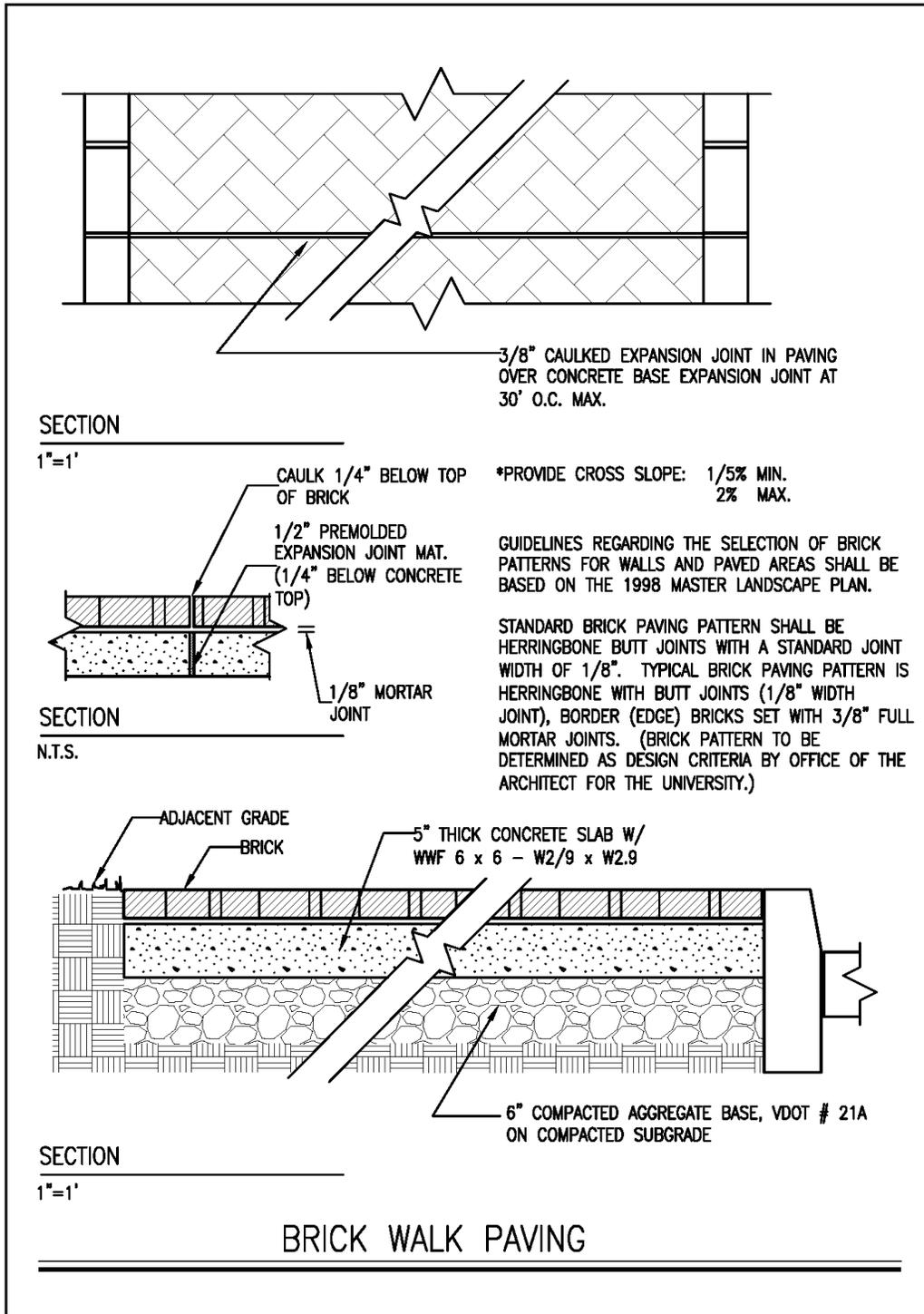


Figure 10: Brick Walk Paving

INSIDE DESIGN CONDITION CRITERIA		
Occupancy/Use	Summer (Cooling) Occupied / Unoccupied	Winter (Heating) Occupied / Unoccupied
Offices/Classroom/ Lecture	74°F / 80°F	70°F / 62°F
Residential	74°F / 80°F	70°F / 62°F
Libraries *	74°F / 80°F	70°F / 62°F
Archival Storage in Libraries	Special	Special
Art Storage in Museums	Special	Special
Kitchens	76°F / 80°F	70°F / 62°F
Warehouse, Mechanical Rooms, Storage Rooms and Electrical Rooms	Ventilate with outside air unless otherwise approved	55°F for freeze protection
Pools **	Special	Special
Hospitals	Consult the ASHRAE Guide or other applicable references	Consult the ASHRAE Guide or other applicable references
Laboratories (Educational/Research)	74°F / 80°F 30% RH minimum	70°F / 62°F 30% RH minimum
Gymnasiums/Recreation, Indoor Tennis and Racquetball Courts, Weight Rooms and Aerobic Rooms	72°F / 80°F	68°F / 62°F
Locker Rooms/Showers	76°F / 80°F	70°F / 62°F

Figure 11: Inside Design Condition Criteria

* Conditions may vary depending upon actual user justified requirements. Deviations must be approved by the CFO.

** Cooling for type occupancy/use must be justified to and approved by the CFO.

Figure 11, 11A, 11B, 11C: Design Criteria

OUTSIDE DESIGN CONDITION CRITERIA Charlottesville, VA			
	Summer (Cooling)	Winter (Heating)	Evaporation
Drybulb	95°F	15°F	89°F
Wetbulb	76°F	-	79°F

Figure 11A: Outside Design Condition Criteria

The following table provides overall building supply and return water temperatures to which systems shall be designed. The designer shall make every effort to meet these design requirements, however, if not practical for equipment to obtain these values, a determination and findings is required.

BUILDING HEATING AND CHILLED WATER SUPPLY AND RETURN DESIGN WATER TEMPERATURES		
All buildings on Grounds		
	Supply	Return
Chilled Water	44°F	62°F
Heating Water	160°F *	130°F

Figure 11B: Building heating and chilled water supply and return design water temperatures

*The indicated temperature is for systems downstream of a low temperature heating water heat exchanger and may not apply to all projects. Verify heating water supply temperatures with Energy and Utilities, Paul Zmick.

PLANT HEATING SUPPLY AND RETURN DESIGN WATER TEMPERATURES		
	Supply **	Return **
Chilled Water Plants – CHW	42°F	62°F
Main Heating Plant – MTHW	230°F	170°F
Massie Road Plant	160°F	130°F
North Grounds Plant	140°F	110°F

Figure 11C: Heating Plant supply and return design water temperatures

**The indicated temperatures are for peak conditions only. Verify design conditions with supply air temperature reset schedules.

Figure 12, 11A, 11B, 11C: Design Criteria

COMPONENT COORDINATION						
(Scope of work/responsibility matrix – current CSI sections may be used)						
	Device	Furnished By	Installed By	Power Wiring	Control/ Interlock Wiring	Fire Alarm Wiring
	Air Handler Devices					
1	Duct Smoke Detectors	16000	15000	N/A (from FA system)	N/A	16000
2	Duct Smoke Detector Auxiliary Contents	16000	16000	16000	17000	16000
3	Smoke Dampers at AHU's	15000	15000	N/A	17000	N/A
4	Smoke Damper Actuators at AHU's	15000	15000	16000	17000	N/A
5	Fire Dampers	15000	15000	N/A	N/A	N/A
6	Air Flow Stations	17000	15000	N/A	17000	N/A
7	Automatic Control Dampers (unless specified with unit)	17000	15000	N/A	17000	N/A
8	Automatic Control Damper Actuators	17000	17000	17000	17000	N/A
9	Variable Speed Drives	15000 or 16000	16000	16000	17000	N/A
10	Humidifiers	15000	15000	16000	17000	N/A
11	Humidifier Control Valve	15000	15000	N/A	17000	N/A
12	Humidifier Isolation Valve	17000	15000	N/A	17000	N/A
13	Humidifier Airflow Switch	15000	15000	N/A	17000	N/A
	VAV and Terminal Units					
14	Supply & Exhaust Terminal Boxes (VAV's)	15000	15000	16000	17000	N/A
15	Terminal Flow Pick-up	15000	15000	N/A	15000	N/A
16	Terminal Damper Actuator (if not provided by box manufacturer)	17000	15000	N/A	17000	N/A
17	Terminal DDC Controller	17000	15000	16000	17000	N/A
18	Terminal Reheat Valves	17000	15000	N/A	17000	N/A
Continued on next page						

Continued from previous page						
	Laboratory Controls					
19	Supply, Hood Exhaust & General Exhaust Air Valves	17000	15000	N/A	17000	N/A
20	Controls at Fume Hood	17000	17000	16000	17000	N/A
21	Isolation Room Controls	17000	17000	16000	17000	N/A
	Meters					
22	Water Flow Meters	17000	15000	16000	17000	N/A
23	Electrical Demand Meters	16000	16000	16000	17000	N/A
24	Steam Flow Meters	17000	15000	16000	17000	N/A
	Digital Control Panels					
25	DDC Panels if shown on Electrical Drawings	17000	17000	16000	17000	N/A
26	DDC Panels if NOT shown on Electrical Drawings	17000	17000	16000 if 120V	17000	N/A
	Control Air					
27	Air Compressor	17000	15000	16000	N/A	N/A
28	Air Dryer	17000	17000	16000	N/A	N/A
	Water Systems					
29	Hydronic Control Valves	17000	15000	N/A	17000	N/A
30	Water Flow Switches for Chiller	15000	15000	16000	17000	N/A
31	Cooling Tower	15000	15000	16000	17000	N/A
	Miscellaneous Systems					
32	Refrigerant Monitoring	17000	17000	16000	17000	N/A
33	Split System (Heat Pumps, etc.)	15000	15000	16000	17000	N/A
34	Chemical Feed Systems	15000	15000	16000	17000	N/A
35	Kitchen Hood System	15000	15000	16000	16000 or 17000	16000

Figure 13: Component Coordination Matrix

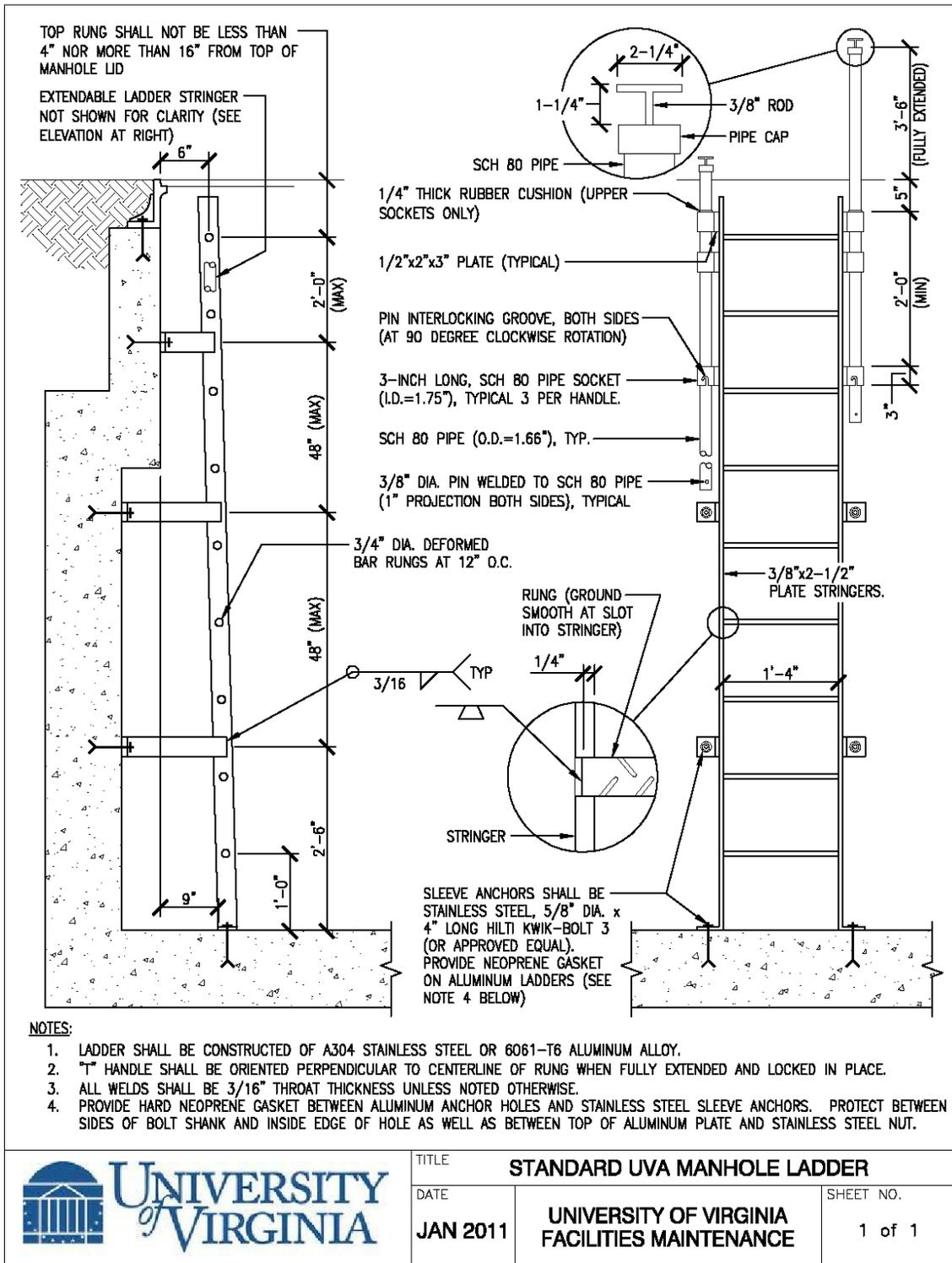


Figure 14: Standard UVA Manhole Ladder for Steam Tunnels and Manholes Greater than 10' Deep [not required for Electrical manholes]

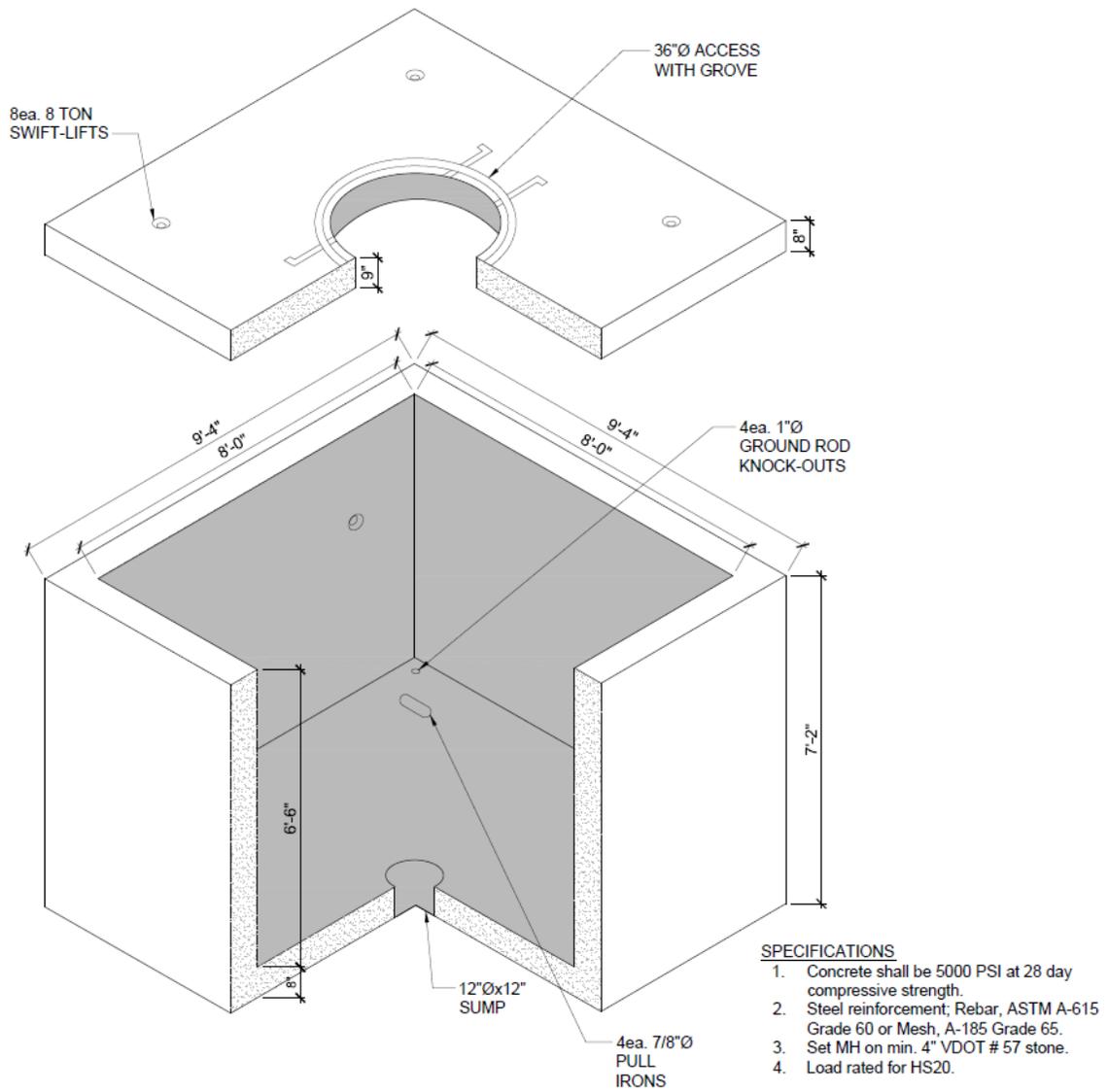


Figure 15: Electrical Manhole/Vault Detail

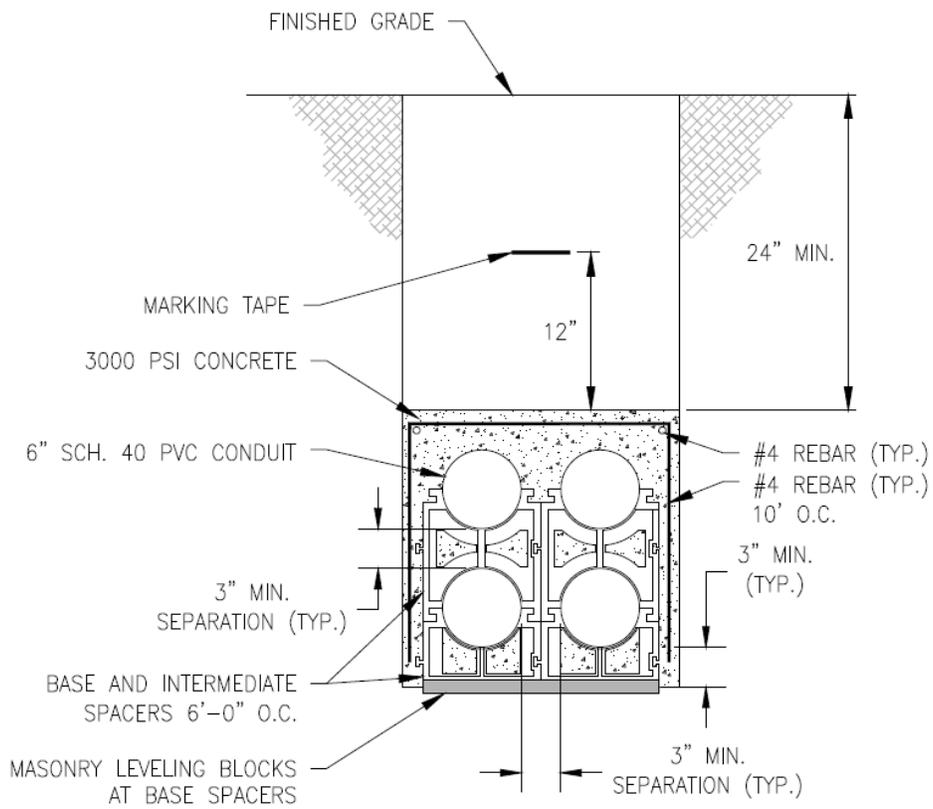


Figure 16: Electrical Ductbank Section

APPENDIX B – UTILITY METERING REQUIREMENTS

Electricity	
Application	Meters shall be revenue-grade and have MODBUS/TCP interfaces accessible via direct Ethernet connection or via local metering bus. Substations and building primary switchgear shall have power quality meters. Building sub meters shall have energy meters. All meters shall have a local display of demand and totalized consumption.
Connectivity	<p>Installations shall be digitally integrated into the SCADA system via MODBUS/TCP protocol over Ethernet. Meters on building primary feeders will also be interfaced to the building automation system (BAS) for energy management use. At a minimum, apparent power, reactive power, total power, energy, and per-phase volts and current shall be mapped to the SCADA system. Consumption reading in the SCADA system and BAS shall match the meter's local display.</p> <p>The contractor shall be responsible for proper installation of the meter and for enabling energy consumption calculations during construction before the service is turned on, unless ordered by the Director of Utilities. The E&U department will estimate consumption during construction using design maximum values when meter data is not available.</p> <p>Temporary meters for construction use can be supplied by the E&U metering department without connection to the BAS and will be read monthly. The meter must be returned to the metering department within 10 days of service disconnection or construction contractor will be billed for a replacement meter.</p>
Approved Meters	<p>Power Quality Meters:</p> <ul style="list-style-type: none"> • Square D CM4000, PM870, or equivalent • ION 7650/7550 series • GE PQM II series <p>Energy Meters:</p> <ul style="list-style-type: none"> • Square D energy meter or equivalent • ION 6200 series
Domestic Water	
Application	Meters shall be EPDM rubber-lined electromagnetic flow meters on all services unless deemed "low consumption" by the University's metering department. Low

	consumption meters will be turbine or positive displacement. All meters shall have local display of volumetric flow rate and totalized consumption.
Connectivity	<p>Installations shall be digitally integrated into the building automation system (BAS) via BACNet protocol. Totalization, volumetric flow rate, and diagnostic data shall be mapped into the BAS. Totalization value in the BAS shall match the meter's local display.</p> <p>Turbine and positive displacement meter installations shall output to the BAS. The local meter value and BAS totalization value should match. This will be recalibrated during PM.</p> <p>The contractor shall be responsible for proper installation of the meter and for enabling consumption calculations during construction before the service is turned on, unless ordered by the Director of Utilities. The E&U department will estimate consumption during construction using design maximum values when meter data is not available.</p> <p>Temporary meters for construction use can be supplied by the E&U metering department without connection to the BAS and will be read monthly. The meter must be returned to the metering department within 10 days of service disconnection or construction contractor will be billed for a replacement meter.</p>
Approved Meters	<p>Magnetic Flow meters:</p> <ul style="list-style-type: none"> • Toshiba LF series • Johnson-Yokogawa ADMAG series • Siemens/Controlotron SITRANS F series

Chilled Water & Heating Hot Water	
Application	Transit-time ultrasonic energy meters may be used on all pipe sizes and shall be used for services greater than 6". Services at or below 6" may use TEFLON-lined magnetic flow meters. Matched temperature sensors for energy meters shall be installed in thermowells. All meters shall have local display of energy demand, volumetric flow rate and totalized energy consumption. Meters shall have 10 unobstructed pipe diameters of straight pipe upstream and 5 pipe diameters downstream.
Connectivity	<p>All installations shall be digitally integrated into the BAS via BACNet protocol. Totalization, energy and volumetric flow rates, supply/return temperatures and diagnostic data shall be mapped into the BAS. Meter shall calculate and display energy consumption without BAS support. Totalization values in the BAS shall match the meter's local display.</p> <p>The contractor shall be responsible for proper installation of the meter and for enabling energy consumption calculations during construction before the service is turned on, unless ordered by the Director of Utilities. The E&U department will estimate consumption during construction using design maximum values when the utility is in service and meter data is not available.</p>

Approved Meters	<p>Ultrasonic flow/energy meters:</p> <ul style="list-style-type: none"> • Flexim FLUXUS series • Siemens/Controlotron SITRANS F series • Dynasonics TFX series clamp-on (for <2" CHW services) <p>Magnetic flow meters:</p> <ul style="list-style-type: none"> • Toshiba LF-series • Johnson-Yokogawa ADMAG series • Siemens SITRANS F series
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Steam	
Application	<p>Meters shall be spring-loaded, variable area meters for applications up to 8". For service sizes greater than 8", vortex shedding meters shall be used. Meters shall have 10 unobstructed pipe diameters of straight pipe upstream and 5 pipe diameters downstream.</p> <p>Ceramic lined electromagnetic flow meters shall be installed for steam condensate and must be approved by the metering department when a steam flow meter cannot be installed.</p> <p>All meters shall have a local display of demand, totalized consumption, and compensation input values where applicable.</p>
Connectivity	<p>All installations shall be digitally integrated into the BAS via MODBUS or BACNET protocols. Totalization, flow rates, and diagnostic data shall be mapped into the BAS. Steam meters shall calculate and display energy or mass flow rate demand and total consumption without BAS support. Condensate meters shall calculate and display volumetric flow demand and consumption. Totalization values in the BAS shall match the meter's local display. Steam meter installations that require a flow computer for compensation calculations shall integrate the computer with the BAS via BACnet or MODSUB protocols.</p> <p>The contractor shall be responsible for proper installation of the meter and for enabling energy consumption calculations during construction before the service is turned on, unless ordered by the Director of Utilities. The E&U department will estimate consumption during construction using design maximum values when the utility is in service and meter data is not available.</p>
Approved Meters	<p>Spring-loaded variable area meters:</p> <ul style="list-style-type: none"> • Spirax-Sarco Gilflo, ILVA, or DIVA series <p>Flow Computers:</p> <ul style="list-style-type: none"> • Spirax-Sarco M800 series • KEP SuperTROL series <p>Vortex meters:</p> <ul style="list-style-type: none"> • EMCO Vortex-PhD series

	<ul style="list-style-type: none"> • Spirax-Sarco V-Bar series • Sierra Instruments Innova-Flo series <p>Magnetic flow meters:</p> <ul style="list-style-type: none"> • Toshiba LF-series • Johnson-Yokogawa ADMAG series • Siemens SITRANS F series
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Oil	
Application	Meters shall be ultrasonic transit-time meters for all applications. Meters shall have a local display of demand and totalized consumption.
Connectivity	<p>Installations shall be digitally integrated into the building automation system (BAS) via BACNet protocol. Totalization, volumetric flow rate, and diagnostic data shall be mapped into the BAS. Totalization value in the BAS shall match the meter's local display.</p> <p>The contractor shall be responsible for proper installation of the meter and for enabling consumption calculations during construction before the service is turned on, unless ordered by the Director of Utilities. The E&U department will estimate consumption during construction using design maximum values when meter data is not available.</p>
Approved Meters	<p>Ultrasonic flow meters:</p> <ul style="list-style-type: none"> • Siemens/Controlotron SITRANS series • Dynasonics TFX-series clamp-on

Natural Gas	
Application	Meters shall be vortex shedding meters for all applications. Meters shall have a local display of demand and totalized consumption.
Connectivity	<p>Installations shall be digitally integrated into the building automation system (BAS) via BACNet protocol. Totalization, volumetric flow rate, and diagnostic data shall be mapped into the BAS. Totalization value in the BAS shall match the meter's local display.</p> <p>The contractor shall be responsible for proper installation of the meter and for enabling consumption calculations during construction before the service is turned on, unless ordered by the Director of Utilities. The E&U department will estimate consumption during construction using design maximum values when meter data is not available.</p>
Approved Meters	<p>Vortex meters:</p> <ul style="list-style-type: none"> • Spirax-Sarco V-Bar series • EMCO Vortex-PhD series

	<ul style="list-style-type: none">• Sierra Instruments Innova-Flo series
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APPENDIX C – ELEVATORS

This section of the FDG is maintained online. See [Appendix C – Elevators](#) on OUBO website for current requirements and details.

APPENDIX D – SECURITY REFERENCES

D.1 CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

D.1.1 CPTED INTRODUCTION - CONCEPTS

CPTED is the practice of effectively designing and using the built environment to deter and reduce the incidence of crime. The application of CPTED principles during the design processes is simple and seamless when incorporated into the early phases of design. If the site and the building are planned well, the opportunity for crime and bad behavior can be suppressed or eliminated.

The concepts of CPTED are based on three simple precepts:

- *Natural Access Control*
- *Natural Surveillance*
- *Territoriality*

These concepts should be considered during site planning and internal planning of the project. Issues of safety and security will be initially programmed and brought up during design development. The implementation of these concepts is achieved through developing and applying strategies during the design process. These strategies are unique and specific to each project; therefore the designer must thoughtfully evaluate the concepts and their application. The concepts presented here are theoretical and the designer must still comply with the requirements of the VUSBC.

1. Natural Access Control

Natural access control limits the opportunity for crime by taking steps to clearly differentiate between public space and private space. By selectively placing entrances and exits, fencing, lighting and landscape to limit access or control flow, natural access control occurs.

This design concept is directed to decreasing the opportunity for crime by placing obstacles to potential targets and therefore creating a perception of risk to the potential offender. People are physically guided through a space by the strategic design of streets, sidewalks, building entrances, landscaping and gateways. Within buildings the design of interior spaces and their interaction and adjacencies of programmatic functions have similar effects. Design elements are also useful tools to clearly indicate public routes and discourage access to private areas.

Natural access control also utilizes physical and mechanical means of controlling access through locks, alarm systems, signs, etc.

Locate common areas as centrally as possible or near major circulation paths within the project. Avoid remote locations for common areas.

2. Natural Surveillance

Natural surveillance is a design concept that limits the opportunity for **crime** by taking steps to increase the perception that people can be seen. Natural surveillance occurs by designing the placement of physical features, activities and people in such a way as to maximize visibility and foster positive social interaction among legitimate users of private and **public space**. This design concept is directed towards keeping intruders under observation, and therefore less likely to commit criminal acts making offenders behavior easily noticeable. Potential offenders feel increased scrutiny and limitations on their actions.

Natural surveillance utilizes design features to increase the visibility of a property or a building. Features that maximize the visibility of people, parking areas and building entrances include unobstructed doors and windows, pedestrian-friendly sidewalks and streets, and appropriate nighttime lighting.

Designers should provide a good visual connection between public and private environments or functions with the placement of high activities functions adjacent to potential isolated areas.

3. Territoriality

Territoriality is the concept of promoting social control through increased definition of space and reinforcing ownership. An environment designed to clearly delineate private space does two things. Owners have a vested interest and are more likely to challenge intruders or report them to the police. Second, the sense of owned space creates an environment where "strangers" or "intruders" stand out and are more easily identified. Additionally, these objectives can be achieved by assignment of space to designated users in previously unassigned locations. Territorial reinforcement measures make the normal user feel safe and make the potential offender aware of a substantial risk of apprehension or scrutiny.

By using buildings, fences, pavement, signs, lighting and landscaping to express ownership and define public, semi-public and private space, natural territorial reinforcement occurs.

People take more interest in something they own or when they feel intrinsically involved. Therefore, the environment should be designed to clearly delineate private spaces. Provide obvious defined entries, patios, balconies and terraces. Use low walls, landscape and paving patterns to delineate ownership and responsibility.

D.1.2 CPTED APPLICATION - STRATEGIES

Strategies are unique and site specific to each design. They must be developed to address the circumstances that are created as a consequence of the design process.

Listed below are some examples of design strategies for each of the concepts above. The list is not meant to be inclusive.

1. Natural Access Control

- a. Use a single, clearly identifiable, point of entry
- b. Use structures to divert persons to reception areas
- c. Incorporate **maze** entrances in public **restrooms** (where permitted by building program). This avoids the isolation that is produced by an anteroom or double door entry system
- d. Use low, thorny bushes beneath ground level windows.
- e. Eliminate design features that provide access to roofs or upper levels
- f. In front yards, use waist-level, picket-type fencing along residential property lines to control access, encourage surveillance
- g. Use a locking gate between front and backyards
- h. Use shoulder-level, open-type fencing along lateral residential property lines between side yards and extending to between back yards. They should be sufficiently unencumbered with landscaping to promote social interaction between neighbors
- i. Use substantial, high, closed fencing (for example, masonry) between a backyard and a public alley

Natural access control is used to complement mechanical and operational access control measures, such as target hardening.

2. Natural Surveillance

- a. Place windows overlooking sidewalks and parking lots
- b. Use passing vehicular traffic as a surveillance asset
- c. Create landscape designs that provide surveillance, especially in proximity to designated points of entry and opportunistic points of entry
- d. Use the shortest, least sight limiting fence appropriate for the situation
- e. Use transparent weather vestibules at building entrances
- f. When creating lighting design, avoid poorly placed lights that create blind-spots for potential observers and miss critical areas. Ensure potential problem areas are well-lit: pathways, stairs, entrances/exits, parking areas, ATMs, phone kiosks, mailboxes, bus stops, children's play areas, recreation areas, pools, laundry rooms, storage areas, dumpster and recycling areas, etc.
- g. Avoid too-bright security lighting that creates blinding glare and/or deep shadows, hindering the view for potential observers. Eyes adapt to night lighting and have trouble adjusting to severe lighting disparities. Using lower intensity lights often requires more fixtures
- h. Use shielded or cut-off luminaries to control glare
- i. Place lighting along pathways and other pedestrian-use areas at proper heights for lighting the faces of the people in the space (and to identify the faces of potential attackers)

Natural surveillance measures can be complemented by mechanical and organizational measures. For example, closed-circuit television (CCTV) cameras can be added in areas where window surveillance is unavailable.

3. Territoriality

- a. Maintained premises and landscaping such that it communicates an alert and active presence occupying the space
- b. Provide trees in residential areas. Research results indicate that, contrary to traditional

views within the law enforcement community, outdoor residential spaces with more trees are seen as significantly more attractive, safer, and more likely to be used than similar spaces without trees

- c. Restrict private activities to defined private areas
- d. Display security system signage at access points
- e. Avoid using cyclone fencing and razor-wire fence topping, as it communicates the absence of a physical presence, and cues a reduced risk of being detected
- f. Placing amenities such as seating or refreshments in common areas in a commercial or institutional setting helps to attract larger numbers of desired users
- g. Programming activities in common areas increases proper use, attracts more people and increases the perception that these areas are controlled

Territorial reinforcement measures make the normal user feel safe and make the potential offender aware of a substantial risk of apprehension or scrutiny.

APPENDIX E – UNIVERSITY OF VIRGINIA SPACE PLANNING GUIDELINES

This section of the FDG is maintained online by Geospatial Engineering Resources. See [Appendix E: Space Planning Guidelines](#) for current requirements and details.

APPENDIX F – LOCKSETS AND ACCESS CONTROL

This section of the FDG is maintained online. See [Appendix F: Locksets & Access Control Guidelines](#) on OUBO website for current requirements and details.

APPENDIX G – GREEN BUILDING STANDARDS

This section of the FDG is maintained online by the Office for Sustainability. See [University of Virginia Green Building Standards](#) for current requirements and details.