INTRODUCTION

The UCD Campus Design Guide (CDG) manual is written to provide a list of preferred and required products and mandatory design constraints for all construction on the UC Davis campus. These criteria are to aid the design professional in the development of a successful project, meeting the requirements of the University. This document is not aimed to replace the work of the design professional or their best judgment, nor is it to be taken verbatim as a contract specification. The goal is to ensure that the campus is provided with functional and long-lasting buildings based on experience with existing campus buildings and maintenance issues that have been encountered.

The CDG is divided as follows:

PART I - ADMINISTRATIVE REQUIREMENTS
An overview of the campus processes that are involved in a typical capital project. Since these processes are frequently updated, they are maintained exclusively on the Design and Construction Management (DCM) website.

PART II – DESIGN REQUIREMENTS
General site and building requirements. These are meant to be complementary to the requirements defined in the Detailed Project Program. Specific CCR and ADA requirements, as well as other applicable codes, requirements, or documents (such as the long-range development plan, project EIRs, etc.) must be conformed to as well.

PART III - CONSTRUCTION
Design guides for the development of specification sections. Design criteria, levels of performance, preferred or required materials are listed where possible.

PART IV – STANDARD SPECIFICATIONS
Specification sections that have been created by the University to be reviewed and edited by the design professional to make project specific.

PART V - DRAWINGS
Typical details and design standards used on campus.

PART VI - APPENDIXES
Abbreviations & definitions and special design standards for student housing, animal facilities and bio-safety laboratories.

CDG LOCK-IN DATE
Projects shall be designed and constructed in compliance with the Campus Design Guide (CDG) in effect on the date of the original approved Capital Improvement Budget or project requisition for Minor Cap. If feasible in the judgement of the University Representative within schedule, budget and contractual constraints, the design of projects shall strive to meet requirements of subsequently updated versions of the Campus Design Guide if specifically requested during the design review process.

EFFECTIVE CODE DATE

The effective code date shall be the edition of the California Building Code (CBC) at the time of first submittal of design development (Preliminary Drawings) drawings and specifications are submitted to the Deputy Campus Fire Marshal (DCFM) in order to meet fire and life safety requirements. This date will then be applied throughout the life of a project. The design professional shall note CBC with the applicable year on the project's code analysis drawing sheet.

PROCEDURES FOR DEVIATING FROM CDG

If the Project Manager (PM) or design professional wishes to deviate from the standards set forth in this document, a formal process shall be followed. Submit in writing to the University's Representative the deviation from the standards being proposed (i.e., adjustable baffles on fume hoods, 5% contingency in schematic design, etc.) with adequate advantages and disadvantages, estimated cost, and life cycle cost (if applicable). The University's Representative forwards this deviation to the DCM Campus Engineer and the Director of Project Management for review. The item is approved or disapproved by the Campus Architect and returned to the interested parties with a copy to the file.

PROCEDURES FOR ADDITIONS/REVISIONS TO CDG

Additions/revisions to the CDG are submitted throughout the year to Ardie Dehghani, Design and Construction Management. Deadline for inclusion in the next year's issue is December 31. Anyone may submit a change. Changes from a department are to be submitted by the supervisor, i.e. changes to the door hardware specification from the Lock Shop are to be submitted by the manager of that unit. An email notification for a call for updates is sent in November to all registered users of CDG. Registered users consist mainly of campus personnel who refer to CDG for capital improvement projects.

Submit changes by email to dcmcdg@ucdavis.edu and adehghani@ucdavis.edu. Obtain an electronic copy and make changes to the text with the "track changes" feature on, or submit the change referencing the section, description of change, author, and justification. Use red strikethrough for deletions and blue text (or underline) for additions. Provide a brief analysis of the cost impact and work with DCM to complete the life cycle cost model (to be provided upon request). The life cycle cost model provides net present value of the proposed change and calculates the simple payback period.

Changes are compiled at the beginning of the year and sent to the CDG review committee. This committee, consisting of key individuals from various campus departments (Police, TAPS, Fire, Facilities Management, DCM, Capital Resource Management, etc.), meets in spring to review the proposed changes. The committee will consider the life cycle cost analysis along with other pertinent information to evaluate the proposed changes. The acceptable payback period for each building or infrastructure component may differ pending the life expectancy of that system. Refer to the Design Requirements of the CDG for the recommended payback period for the type of system. The committee's recommendation will be reviewed with the Chancellor's Committee on Campus Planning and Design Coordination for final approval. The changes are adopted, rejected, or altered. Further action or discussions may be required before inclusion in the CDG.

After changes are finalized, the CDG website is updated with the new information and all registered users are notified by email. The changed pages with the footer noting the month and year are included in the master copy. Design professionals are referred to the website link to the version of the CDG referenced in their executive agreement.