PRESENTATION SUMMARY

OPENING REMARKS + INTRODUCTIONS

ABOUT THE PROPOSED DESIGN

PROJECT SCHEDULE OVERVIEW

CONSTRUCTION IMPACTS & MITIGATION

CUF’S COMMUNICATION PLAN

Q & A
SIPA CGEP

PLAN VIEW

PROGRAM
13 OFFICES
3 HOTEL WORKSTATIONS
8 PERMANENT WORKSTATIONS
1 RECEPTIONIST
NOTABLE PROJECT COMPONENTS

- The lobby door to the space will remain for FDNY use only as required by code. The door hardware will be modified for this purpose.
- The new air handling unit supporting the space will be integrated into the building chiller based on metering results and extensive investigation by the design engineer and CUF Ops engineering staff.
- The proposed design includes a new opening at the rear patio to bring in light to the space. The patio will not be used for program functions.
SCHEDULE OVERVIEW

PROJECT SCHEDULE MILESTONES:

THE TIMELINE FOR CONSTRUCTION AND POST-CONSTRUCTION PUNCHLIST AND COMMISSIONING WORK IS EXPECTED TO BE APPROXIMATELY 9 MONTHS AND INCLUDES THE FOLLOWING MILESTONES:

- **NOV 1 2014 – DEC 1 2014**: CONTRACTOR SELECTION & PERMITTING
- **DEC 1 2014 – JAN 16 2014**: CONTRACTOR MOBILIZATION & DEMO
- **JAN 5 2014 – JUL 1 2015**: CONSTRUCTION (FIT OUT & FINISHING WORK)
- **JUN 15 2015 – AUG 1 2015**: COMMISSIONING & TURNOVER PERIOD
- **JUL 15 2015 – AUG 1 2015**: TARGETED BENEFICIAL OCCUPANCY
CONSTRUCTION SCHEDULE:
- A CONSTRUCTION SCHEDULE WILL BE PROVIDED PRIOR TO THE START OF CONSTRUCTION NOTING THE SEQUENCE AND APPROX DURATION OF ALL TRADE ACTIVITIES
- THE ACADEMIC CALENDAR AND ASSOCIATED BLACKOUT DATES WILL BE INCORPORATED INTO THE SCHEDULE.

SCHEDULE CHANGES:
- THE CONSTRUCTION SCHEDULE IS SUBJECT TO PERIODIC UPDATES BASED ON FIELD CONDITIONS, EQUIPMENT LEAD TIMES OR UNFORESEEN DELAYS. THE SCHEDULE IS MONITORED WEEKLY BY CUF CPM WHO WILL NOTIFY ALL STAKEHOLDERS (INCLUDING SSW) VIA THE PROJECT COORDINATION TEAM IF THERE ARE SIGNIFICANT CHANGES TO THE ANTICIPATED SCHEDULE.

WORKING HOURS:
- CONSTRUCTION ACTIVITY WILL TAKE PLACE ACCORDING TO THE ESTABLISHED DEPT of BUILDINGS (DOB) GUIDELINES (M – F / 7AM – 4PM). PER CODE, THE DOB MUST BE NOTIFIED OF WORK OCCURING BEFORE 7AM OR AFTER 6PM.
CONSTRUCTION IMPACTS & MITIGATION EFFORTS

WHAT ARE THE TYPICAL DISRUPTIONS?
- Noise, vibrations, dust, deliveries & temporary utility shutdowns.

WHEN WILL THE DISRUPTIONS OCCUR?
- Every phase of construction activity (including demolition & fit-out work) all involve different levels of disruption.

WHERE WILL CONSTRUCTION ACTIVITIES & DISRUPTIONS OCCUR?
- Most work will occur in the subject space and at the façade which will be modified.
- Work also will occur in the basement mech room and the building’s central IT closet. Minor work (IT cable installation) will occur in the ceilings of the lower level classrooms.
- The adjacent library, lobby and basement mechanical room will be most directly affected.
CONSTRUCTION IMPACTS & MITIGATION EFFORTS

(Continued)

LOGISTICS PLAN:

- Prior to the start of construction the construction manager will provide a detailed logistics plan and coordinated construction schedule. The logistics plan and corresponding schedule will include information about material delivery and storage, anticipated utility shutdowns and the locations and anticipated timing of all construction activities.

EXCESSIVELY DISRUPTIVE WORK

- Construction activity that is excessively disruptive will occur afterhours (on overtime) in coordination with relevant stakeholders including the community, SSW, the SSW Library, CUF Operations and CUF Public Safety where appropriate.

UTILITY SHUTDOWNs:

- Temporary utility shutdowns will be coordinated in advance and will be subject to approval by CUF Operations and the SSW. Most shutdowns will occur afterhours and notice will be provided to affected occupants at least 48 hours ahead of time.
CUF COMMUNICATION PLAN

PROJECT COORDINATION TEAM:
- A PROJECT COORDINATION TEAM HAS BEEN ESTABLISHED. THE TEAM INCLUDES SELECTED REPRESENTATIVES FROM THE SSW, THE SSW LIBRARY, CUF CPM, CUF CLIENT SERVICES, THE CONSTRUCTION MANAGER AND SIPA. THE TEAM MEETS REGULARLY AT THE WEEKLY OACM MEETINGS TO DISCUSS AND COORDINATE UPCOMING WORK AND ANTICIPATED CORRESPONDING IMPACTS TO THE SSW FACILITY.

CONSTRUCTION NOTIFICATION:
- A CONSTRUCTION LOOK-AHEAD NOTIFICATION IS BEING PUBLISHED BI-WEEKLY AND DISTRIBUTED TO ANYONE WHO WOULD LIKE TO STAY INFORMED ABOUT UPCOMING WORK. A SAMPLE LOOK-AHEAD IS INCLUDED ON THE NEXT PAGE OF THIS PRESENTATION.

WEBSITE:
- UP-TO-DATE INFORMATION ABOUT THIS PROJECT ALONG WITH PUBLISHED CONSTRUCTION LOOK-AHEAD NOTIFICATIONS WILL BE INCLUDED ON A DEDICATED PAGE ON OUR FACILITIES WEBSITE. THE WEBSITE CAN BE FOUND AT http://facilities.columbia.edu/sipa-center-global-energy-policy.

TOWN HALL MEETING:
- CPM IS HOSTING THIS ‘TOWN HALL’ PRESENTATION TO FACULTY, STAFF AND STUDENTS TO PROVIDE MORE INFORMATION ABOUT CONSTRUCTION.
CUF COMMUNICATION PLAN
SAMPLE CONSTRUCTION LOOK-AHEAD NOTIFICATION

SIPA Center on Global Energy Policy
Construction Activities for the Next Two Weeks

Construction Activities for the Weeks of January 12, 2015 and January 19, 2015

Although contractors carefully stage construction activities to minimize disruption, the nature of construction work is such that some disruptions will occur. The community should expect the following in the coming weeks:

What is Happening

Week of 1/12/15
- Minimal site activity. No noise impact work scheduled.
- Site cleanup and safety rail installation

Week of 1/19/15
- Minimal site activity. Minor construction activity.
- Drywall equipment mobilization
- Electrical contractor equipment mobilization
- Temporary light and power set up

What to Expect

The community should expect the following in the coming weeks:
- Regular work hours: 7:00 a.m. – 4:00 p.m. Some work may occur outside those hours consistent with New York City Department of Buildings regulations.
- Some noise due to construction-related activities
- Delivery of materials
- No house shutdowns required
- No weekend work

Please note that all activities are subject to change based on weather and other field conditions.

Need More Information?
You can find updated project information at http://facilities.columbia.edu/sipa-center-global-energy-policy. Should you have any questions or concerns about this project, please call the Columbia University Facilities Services Center at (212) 854-2222 or email press@columbia.edu 24 hours a day, seven days a week.

To receive future updates via email, write to press@columbia.edu with "Center on Global Energy Policy" in the subject line.
Q & A