Introduction

Purpose

The University of Cincinnati Design Guidelines and Standards Manual is an assembly of basic design and performance guideline requirements, and standards of products acceptable to the University. This document is intended to serve as a reference manual for use by the University and consulting Associate Architects/Engineers as a tool to ensure that new construction and alterations to existing facilities are done in a consistent and acceptable manner. The Design Guidelines and Standards Manual is not intended to address every nuance associated with design and/or construction. Design and construction issues that are understood to be industry standard and/or governed by code or law are not covered by this document. Associates are expected to perform their work in accordance with appropriate professional standard of care. This document is intended to assist Associates without limiting their creativity, technical expertise or judgment.

The Design Guidelines and Standards Manual was developed in 1993. In 1996, and again in 2000, the manual was updated by a committee of University staff, appointed by the University Architect, with assistance by the consulting firm of KZF Incorporated. The information contained within the Design Guide Standards Manual incorporates requirements from various Divisions of the University ranging from Planning, Design, Construction, Operations and Maintenance. These requirements were derived from a variety of factors ranging from practical historical experience to the master plan goals of the University.

The Design Guidelines and Standards Manual is envisioned to be working document. As products and design requirements change, the University will modify the Design Guidelines and Standards Manual as appropriate. Each document has an issue date on the top right portion of the header. The Table of Contents lists all documents and the current issue date. Associates providing services for the University must verify with the University Project Manager that their Design Guidelines and Standards Manual is current and complete.

The Master Plan

The information contained in the Design Guidelines and Standards Manual has been developed to be used in conjunction with the University of Cincinnati Master Plan produced by Hargreaves Associates and The University Architect. The Design Guidelines and Standards Manual does not attempt to repeat information contained within the Master Plan. Associates will need to refer to the Master Plan for certain specific requirements, including but not limited to the following items:

- Exterior paving
- Site furnishings (benches, tables, shelters, bike racks and trash receptacles, etc.)
- Landscaping
- Streetscaping (walls, pylons, etc.)
- Artwork
- Utilities
Appendices

In addition to the Master Plan, Associates will need to refer to other University publications for design guide and standards information. These documents will be referred to in the body of the Design Guidelines and Standards Manual as appropriate. A complete list of appendices is included on the Table of Contents.

Format

The information contained within the Design Guidelines and Standards Manual are arranged to follow the number and title system established by MASTERFORMAT produced by The Construction Specifications Institute (CSI). Design and performance criteria that Associates must follow are indicated on the green-colored pages. These section numbers have a suffix "D" by the sections with a “D” suffix. Specific specification information that Associates must include in specifications they prepare are provided on white pages the specification format sections.

Specification Format: Associates producing construction specifications for the University are required to use the 16 Divisions, section numbers, and titles established by MASTERFORMAT. Specification Sections shall be written in accordance with CSI’s three-part SectionFormat and PageFormat.

Updating

The Design Guidelines and Standards Manual is intended to be a document that reflects the current requirements of the University. The University welcomes any comments, concerns, or suggestions, and encourages Associates to address them to The Office of The University Architect.

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