

## VARIANCES

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**General:** A variance is a formal request to change a specific requirement of the U of I Facilities Standards on a specific project.

**Initial Action:** The PSC shall identify and notify the Project Manager early in the design process, where the design deviates from the *University of Illinois at Urbana-Champaign Facilities Standards (i.e. U of I Facilities Standards)*. The U of I Project Manager shall submit a Variance Request to the Variance Committee.

**Responsibility for the Variance Process:** The U of I Project Manager is responsible for determining when to submit a variance request on a project, sending the variance request to the Variance Committee members, setting up the appeals meeting if applicable, and sending approved variance requests to the Editor of the *U of I Facilities Standards*. Any project team member, such as a designated Department Representative for the Project or PSC firm, may request that the U of I Project Manager submit a variance request, but it is the responsibility of the U of I Project Manager to initiate and manage this process.

**Request for a Variance Approval:** For a Variance Approval Request Form initiated by a PSC, the PSC shall provide the U of I Project Manager with specific information stating the circumstances of the variance request. A current copy of this form may be downloaded from the *University of Illinois at Urbana-Champaign Facilities Standards* web page. The U of I Project Manager will obtain the *appropriate* Technical Expert's comments pertaining to the variance request and note this on the variance form. Any variance request that would impact life cycle cost of the facility if approved requires a LIFE CYCLE COST ANALYSIS to be attached to the variance request. Incomplete information will result in a rejection of the variance request.

**Life Cycle Cost Analysis:** The Life Cycle Cost (LCC) Analysis method may be chosen by the U of I Project Representative or their designated PSC firm. All inputs and outputs of the LCC shall be submitted for review along with the results of the analysis. These includes initial costs, replacement costs, annually recurring maintenance costs, non-

annually recurring maintenance costs, energy costs, water costs, system life expectancies, etc. Life expectancies used in the LCC Analyses shall be consistent with the system life expectancies stated in the *U of I Facilities Standards*.

*Examples of acceptable methods include but are not limited to the following list.*

*Building Life-Cycle Cost Program:*

<http://www1.eere.energy.gov/femp/information/download/blcc.html>

*NIST Handbook 135 - Life-Cycle Costing Manual and the accompanying NISTIR 85-3273-24 "Energy Price Indices and Discount Factors for Life-Cycle Cost Analysis":*

<http://www1.eere.energy.gov/femp/program/lifecycle.html>

*ECONPACK:*

<http://www.hnd.usace.army.mil/paxspt/econ/econ.aspx>

*Whole Building Design Guide:*

<http://www.wbdg.org/resources/lcca.php>

**Review:** The U of I Variance Committee members will have three business days to respond to the Variance Request. The U of I Project Manager will be notified of the action by the Committee.

**"Off Limits" Codes and Regulations:** Below is a list of documents and portions of documents referenced within the Standard that are mandatory and may not be altered by the variance process.

NFPA 101, Life Safety Code and all documents or portions that are referenced within NFPA.

Illinois Accessibility Code

Americans with Disabilities Act (ADA)

Illinois State Plumbing Code

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Occupational Safety and Health Administration (OSHA), 29CFR1926 Construction Industry Standards, latest edition

Occupational Safety and Health Administration (OSHA) General Industry Standards, 29CFR1910, latest edition

Illinois Environmental Protection Act and Regulations promulgated pursuant to the Act 415 ILCS 5

Illinois Administrative Code and Regulations promulgated pursuant to that Code

Illinois Compiled Statutes (ILCS)

Bio-safety in Microbiological and Biomedical Laboratories, CDC/NIH

NIH Guidelines for Recombinant DNA and Gene Transfer

Illinois Elevator Safety Code

Illinois Energy Conservation Code

**Records:** In addition to being kept as a part of the project records, copies of approved Variance Approval Request Forms and Variance Rejection Appeal Forms should be sent to:

[FacilitiesStandardsVariance@illinois.edu](mailto:FacilitiesStandardsVariance@illinois.edu).

These approved Variances will be posted in the pertinent project folder on an internal U of I network for reference by the U of I staff involved with the project.