# Terms of Reference

Community-Based Experiential Learning Project

*CIVL 400: Construction Engineering and Management*

*January 2013*

## **Name**

Vancouver Community College – Broadway Campus Community Garden – CBEL Project Group 29 (henceforth recognized as “Group 29”)

## **Members**

* Esmaeili, Bahareah, bahar\_vox3000@yahoo.com - Documentation Officer
* MacSporran, Fraser, frasermacspo@hotmail.co.uk – Group Organizer
* Noël, Christina, christina.noel@outlook.com – Blogger
* Peatt, Evan, evan.peatt@gmail.com – Client Liaison
* Wu, Hua – Team Support Officer

## **Introduction**

Vancouver Community College (VCC) is a post-secondary institution that has been educating, and training Vancouverites since 1965, making it British Columbia’s oldest college. As part of VCCs continuing effort to improve upon its success, the college has put forward a strategic plan with a focus on increasing environmental sustainability across both the Broadway and Downtown campuses by 2014. In accordance with this plan Wendy Avis, the environmental and sustainability manager at VCC, has asked Group 29 to create a preliminary design and feasibility study for a community garden located at VCCs Broadway Campus. The hope for this garden is to create a cost-effective, sustainable environment where both students, and staff can share knowledge and enjoy the opportunity to grow their own food.

## **Goals/CLIENT REQUIREMENTS**

1. To complete a feasibility study on behalf of the Vancouver Community College Environment and Sustainability Department, investigating the possibility of constructing a community garden at their Broadway Campus.
2. To present, in the format of a Final Report, a potential design plan for the garden, complete with construction management process timeline, cost and budgeting analysis, various survey results regarding purpose and clientele interests, recommendations for management services and groups who would be willing to operate and maintain the garden, and a concluding discussion on the overall feasibility of the project.

## **Scope**

Pre-Design:

* Group 29 will meet with interested parties as listed below to determine project requirements and establish operational/management requirements.
	+ Adult Basic Educations Program Coordinator, Broadway Campus Cafeteria Manager, VCC sustainable food club, VCC student Union, and China Creek Housing Co-Op
* Students and staff of the VCC Broadway Campus will be surveyed to determine stakeholder interest and insight.
* It is the intention of Group 29 to create a 3D model of the proposed garden location for future design use.

Design:

* Work with Land and food systems students as well as the China Creek Housing Co-Op to determine the most suitable planting methods and a potential crop rotation cycle.
* Group 29 will analyze the results from stakeholder consultation to create a sustainable, cost-effective design with an inclusion of plots accessible by disabled students.
* A cost estimate will be completed for the proposed design as per the requirements outlined in the CBEL project guidelines while including an operating cost estimate, potential revenue estimate, and possible funding through grants.
* The proposed design will not include structural calculations and may not account for code requirements.

Construction and Budget:

* Group 29 will create a construction schedule for the proposed design to establish an approximate timeline for the project.
* A construction budget analysis will be created based on the proposed design and project timeline, including factors such as building materials, equipment, contingency, and labor costs.

## **Deliverables**

Requested deliverables include:

1. A Final Report, as detailed above.
2. Annotated Design Drawings and 3D Model File

## **Guidance**

* Sheryl French-Staub and Thomas Froese, Instructors, CIVL 400: Construction Engineering and Management, Faculty of Applied Science, UBC
* Ara Beittoei, Officer, CBEL Program, Faculty of Applied Science, UBC
* Wendy Avis, Manager, Environment & Sustainability Department, VCC

## **Resources**

* Vancouver Community College Website – [www.vcc.ca](http://www.vcc.ca)
* City of Vancouver Website - <http://vancouver.ca/people-programs/start-a-new-community-garden.aspx>