

## Memorial Union Renewal and Freeborn Project – PAC Meeting Notes

University of California, Davis  
Project No. 9521200

April 9, 2014  
Meeting Time: 9:15am-10:1pm  
Location: MU DeCarli Room

<b>ATTENDEES</b>			
<b>Distribution</b>	<b>Name</b>	<b>Organization &amp; Role</b>	<b>Email</b>
Email	Abigail Selya	Senior Resident Advisor, Student Representative	aeselya@ad3.ucdavis.edu
Email	Adela De La Torre	Vice Chancellor (Co-Chair), Student Affairs	adelatorre@ucdavis.edu
Email	Anne Myler	Director, Center for Student Involvement	armyler@ucdavis.edu
Email	Bob Segar	Assistant Vice Chancellor, Campus Planning and Community Resources	rbsegar@ucdavis.edu
Email	Armando Figueroa	ASUCD President, Associated Students of UC Davis	armfigueroa@ucdavis.edu
Email	Christine McUmbur	Director, Capital and Resource Management	camcumber@ucdavis.edu
Email	Clayton Halliday	Asst. Vice Chancellor, Design and Construction Management	clhalliday@ucdavis.edu
Email	Emily Galindo	Assoc. Vice Chancellor(Co-Chair), Student Affairs	ecgalindo@ucdavis.edu
Email	Gary Dahl	Director, Design and Construction Management	gbdahl@ucdavis.edu
Email	Greg Secor	Senior Project Manager, Design and Construction Management	gsecor@ucdavis.edu
Email	Jan Barnett	Associate Director, MU Auxiliary Services	jfbarnett@ucdavis.edu
Email	Janice Corbett	Business Manager, Associated Students of UC Davis	jlorbett@ucdavis.edu
Email	John Campbell	Executive Director, Campus Recreation and Unions	jgcampbell@ucdavis.edu
Email	John Meyer	Vice Chancellor (Co-Chair), Administrative and Resource Management	jameyer@ucdavis.edu
Email	Kabir Kapur	CURB Representative, Campus Recreation and Unions	kkapur@ucdavis.edu
Email	Kim Lake	Project Coordinator, Design and Construction Management	kalake@ucdavis.edu
Email	Leslie Carbahal	Assistant Director, Capital and Space Planning	lcarbahal@ucdavis.edu
Email	Lina Layiketz	Director, Conference & Event Services Office	lclayiketz@ucdavis.edu
Email	Matt Fucile	Assoc. Director, Campus Recreation and Unions	mefucile@ucdavis.edu
Email	Maxwell Kappes	ASUCD Senator, Associated Students of UC Davis	makappes@ucdavis.edu
Email	Milton Lang	Assoc. Vice Chancellor, Student Affairs	lmlang@ucdavis.edu
Email	Miranda Bard	Grad Student Representative	msbard@ucdavis.edu
Email	Star Bacon	Student Representative, Assistant to the Chancellor	cbacon@ucdavis.edu

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MEETING NOTES				
Item No.	Issue	Discussion/Decision/Action	Action by	Due
1	New PAC Members	<ul style="list-style-type: none"> <li>• New ASUCD Leadership</li> <li>• Representatives for KDVS and the Aggies to be added</li> </ul>		
2	Freeborn Hall Project Update	<ul style="list-style-type: none"> <li>• Consultant hired to conduct historic building review                             <ul style="list-style-type: none"> <li>○ Routine process for buildings older than 50 years on campus</li> </ul> </li> <li>• Request for qualifications for programming consultant due April 10, 2014</li> <li>• Screening Committee to begin reviewing RFQ's next week</li> <li>• Interviews targeted for week of second week of May</li> </ul>		April 28th
3	Project Schedule	<ul style="list-style-type: none"> <li>• Hire Programming Professional</li> <li>• Project Definition</li> <li>• Project Brief</li> <li>• Summer Break</li> <li>• Detailed Project Programming</li> <li>• Armando &amp; Miles available during summer session</li> <li>• Freeborn closing down in June 2014</li> <li>• Work Group meetings to start-up in May</li> </ul>		5/14 5/14-7/14 7/14-8/14 7/14-9/14 9/14-2/15
4	Next Steps	<ul style="list-style-type: none"> <li>• Develop a preliminary project budget based on project definition process</li> </ul>		
5	Memorial Union Renewal Project Update	<ul style="list-style-type: none"> <li>• Design development phase complete.</li> <li>• Ready to begin construction documents</li> <li>• Construction manager is now on board                             <ul style="list-style-type: none"> <li>○ Otto Construction awarded job</li> <li>○ Review of documents, develop own estimate and construction schedule</li> </ul> </li> </ul>		

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		<ul style="list-style-type: none"> <li>• Preliminary transition and phasing strategies                             <ul style="list-style-type: none"> <li>○ ASUCD units to be relocated during construction: the Post Office and Classical Notes/ Campus Copies. They will be housed in a temporary trailer, location to be determined. Note: The schedule for this relocation has to be worked backwards from January 2015 (which is the start of construction for the main project) to allow enough time for trailer renovation and moving.</li> <li>○ First and second floor of MU to be closed during construction-essential exits and entries to remain open</li> <li>○ Bookstore to remain open during construction- work to be done in 3 phases                                     <ul style="list-style-type: none"> <li>▪ Phase 1: Basement (including games) under construction</li> <li>▪ Phase 2: Basement reopens, east half of first floor under construction</li> <li>▪ Phase 3: East half of first floor, reopens and west half and mezzanine under construction</li> </ul> </li> </ul> </li> <li>• Potential locations for the contractor’s trailer and staging area are north of Wickson Hall. Further discussion is needed to coordination the location of all temporary trailers.</li> </ul>		
6	Construction Estimate	Budget: \$16,750,000 Reconciled Design Development Estimate: \$16,500,000		
7	Project Schedule	<ul style="list-style-type: none"> <li>• Design Development Complete</li> <li>• Working Drawings Phase</li> <li>• Bidding Phase</li> <li>• Construction</li> </ul>		3/14 4/14-9/14 10/14-11/14 1/15-6/16
8	Meeting Time Change	<ul style="list-style-type: none"> <li>• 9:00am-9:45am</li> </ul>		

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9				
The above constitutes our understanding of project items discussed and agreed upon at the subject meeting. Any additions or corrections should be forwarded to Kim Lake at, <a href="mailto:kalake@ucdavis.edu">kalake@ucdavis.edu</a> immediately.				

## *Future Project Advisory Committee Meetings:*

**When:** Wednesday, May 14, 2014 9:00 AM-9:45 AM

**Where:** MU "Special Events Room" (east wing, first floor)

**When:** Wednesday, June 11, 2014 9:00 AM-9:45 AM

**Where:** MU Fielder Room 2nd Floor

**When:** Wednesday, July 09, 2014 9:00 AM-9:45 AM

**Where:** MU "Special Events Room" (east wing, first floor)

**When:** Wednesday, August 13, 2014 9:00 AM-9:45 AM

**Where:** MU "Special Events Room" (east wing, first floor)

**When:** Wednesday, September 10, 2014 9:00 AM-9:45 AM

**Where:** MU "Special Events Room" (east wing, first floor)

**When:** Wednesday, October 08, 2014 9:00 AM-9:45 AM

**Where:** MU "Special Events Room" (east wing, first floor)

**When:** Wednesday, November 12, 2014 9:00 AM-9:45 AM

**Where:** MU "Special Events Room" (east wing, first floor)

**When:** Wednesday, December 10, 2014 9:00 AM-9:45 AM

**Where:** MU "Special Events Room" (east wing, first floor)