

January 8, 2014

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Administrative Resource Management

**VICE CHANCELLOR ADELA DE LA TORRE
(CO-CHAIR)**
Student Affairs

**ASSOCIATE VICE CHANCELLOR EMILY GALINDO
(CO-CHAIR)**
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CAMPUS ARCHITECT CLAYTON HALLIDAY**
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ASSISTANT VICE CHANCELLOR BOB SEGAR
Campus Planning & Community Resources

DIRECTOR GARY DAHL
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EXECUTIVE DIRECTOR JOHN CAMPBELL
Campus Recreation

PROJECT MANAGER GREG SECOR
Design Construction Management

ASSOCIATE DIRECTOR MATT FUCILE
Campus Recreation

DIRECTOR LINA LAYIKETZ
Conference and Event Services Office

ASUCD PRESIDENT CARLY SANDSTORM
Associated Students of UC Davis

ASUCD SENATOR MILES THOMAS
Associated Students of UC Davis

ASSOCIATE DIRECTOR JAN BARNETT
Memorial Union Auxiliary Services

ASUCD BUSINESS MANAGER JANICE CORBETT
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ASSISTANT DIRECTOR LESLIE CARBAHAL
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CSI REPRESENTATIVE ANNE MYLER
Center for Student Involvement

CURB REPRESENTATIVE KABIR KAPUR
Campus Unions and Recreation Board

STUDENT REPRESENTATIVE STAR BACON
Assistant to the Chancellor

STUDENT REPRESENTATIVE ABIGAIL SELYA
Senior Resident Advisor

RE: Project Advisory Oversight for the Memorial Union Renewal and Freeborn projects

Dear Colleagues:

The project advisory committee (PAC) for the Memorial Union (MU) Improvement projects was appointed in November 2012. This PAC has overseen the development of the MU Unitrans Terminal and the MU Renewal projects and I thank my colleagues whom have served on this PAC for their efforts over that past year.

The Memorial Union Terminal Project was approved in November 2013. The previously appointed MU Improvements PAC will continue to provide project oversight throughout the construction of that project, which is anticipated to be complete in fall 2014. Over the course of the last six months, the campus has been engaged in planning for the Memorial Union Renewal as well as seismic improvements necessary at Freeborn Hall. Given the costs, impacts, proximity, and prospective synergies of these projects, I am

appointing this joint MU and Freeborn PAC to oversee the planning and implementation process for both projects. This PAC will explore options for replacement of Freeborn Hall as an alternative to requisite seismic repairs and determine the appropriate program for the replacement space. In addition, this PAC will be tasked with implementing the MU Renewal improvements to the interior spaces within the Memorial Union and Bookstore as well as determining the appropriate treatment for the North Courtyard of the MU in context with the future of Freeborn Hall.

This committee includes both student and staff representation and I am confident that the PAC will work together to develop a renewed Memorial Union and Freeborn Hall designed to meet the needs of current and future UC Davis students. The design team, consisting of the executive design professional and Design and Construction Management (DCM), will report to the committee. Vice Chancellors John Meyer and Adela De La Torre and Associate Vice Chancellor Emily Galindo will jointly chair the committee. A DCM project manager will be assigned to each project. All contact with the executive design professional will be through DCM to make certain that University policies are followed. I am also asking the project advisory committee to consult with the following individuals as required to ensure proper coordination with other campus units:

Morgana Yahnke	Fire Marshal
Zack O'Donnell	Interim Manager, Communication Resources
Kathleen Socolofsky	Director, Arboretum
Eric Kvigne	Risk Manager, Risk Management Services
Robin Parlow	Crime Prevention Analyst, Police Department
David Phillips	Director, Utilities
Gary Sandy	Director, Government and Community Relations

During the pre-design, planning, design, and working drawing phase, the committee will meet approximately once a month to review the progress and discuss any outstanding issues. In the construction phase, meetings will occur quarterly or as needed to update the committee on the progress of the work and any modifications to the project scope, budget, or schedule. In respect to the broad oversight and large size of this committee, DCM will implement enhanced organization and communication strategies to engage the PAC.

These projects are an important part of our capital development program to serve the campus community. I know this project will require a significant investment of your time over the next couple of years. Your work on this committee is critical to the success of the project and I thank you for taking on this important task.

Sincerely,



Ralph J. Hexter
Provost and Executive Vice Chancellor

c: Chancellor Katehi
Associate Vice Chancellor Ratliff
Assistant Vice Chancellor England

Members of the Project Advisory Committee for the Memorial Union Renewal Project:

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