



Union WELL Inc. Board of Directors  
Executive Committee

Wednesday, August 16, 2023, 1:30pm  
Zoom Meeting

**Minutes**

1. The meeting was called to order at 1:37pm by Olmsted
  - a. Present: Jenni Murphy, Sebastian Raya, Maanvee Mehrotra
  - b. Also Present: Bill Olmsted, Jill Farrell, Norma Sanchez, Andrew Singletary, Tori Butler
2. UU West Restroom Upgrade—Additional funding request: **MSP: Raya, Mehrotra**
  - a. Olmsted presents the additional funding request for the University Union (UU) West Restroom Upgrade, which was priced and approved by the Board of Directors (BOD) over two years ago at \$1.5 million. Now that a contractor has been chosen, the job estimate has been updated to \$1,615,605, requiring additional funding of \$115,605.
    - i. Murphy asks if the additional cost is due to a general cost increase or if one big category is causing the increase. Olmsted says all of the above and explains that the project uses a C.O. form called a 2-7, which utilizes built-in formulas to calculate the final estimated price, including fees and contingencies. Initially, the project's estimator entered prices based on market values at that time. After recently selecting a final contractor, there is a much more accurate estimate of actual cost, based on current day pricing and escalation.
3. Serna Plaza Stage Retractable Awning—Additional funding request: **MSP: Mehrotra, Raya**
  - a. Olmsted shares a photo of the Serna Plaza stage, which has a retractable shade structure that is very old and the material has disintegrating. The project originally included replacing the material and the housing to create a wider shade to cover more of the stage and was approved last year for \$40,000. The project was pushed to the end of the 22-23 year, and the cost was reduced to \$5,000 for fabric only. The project carried over to this year's budget, and a revised quote was received for both the canvas and housing for \$16,850, requiring \$11,850 in additional funding.
4. Replace UU Chilled Water Recirculation Pumps—new project: **MSP: Raya, Murphy**
  - a. Olmsted states that this project involves the 800-ton chiller in the Union basement that cool the building. The recirculating pumps are showing signs of catastrophic failure and need to be replaced ASAP. He shares a photo of the chiller and recirculating pumps and notes the water on the floor from the failing pumps. The units have a long lead time, and if ordered now, would be received in December or January. The project involves taking the chiller offline, and it will take 6-8 weeks to complete, so winter is a good time for work like this since the chiller isn't typically used during those months. Olmsted shares the revised quote, which is \$9,000 higher than what was sent as part of the meeting packet due to increases in the market over the past few months. The new cost for the project is \$195,470.
    - i. Murphy asked Olmsted how confident he is that cost will stay at this price. Olmsted explains that, if approved, once the quote is signed, the price will be locked in.
5. Habit Burger Grease Trap and Plumbing Replacement—new project: **MSP: Mehrotra, Raya**
  - a. Olmsted states that Union WELL, Inc. (UWI) has been working with Aramark, UEI, and UEI's contractor to convert the former Burger King space to a Habit Burger. The space has an in-ground grease trap that has been in place for over 25 years and is no longer usable. This project involves replacing the grease trap and then adding another one to increase capacity. Olmsted explains that the agreement with UEI is that UWI is responsible for "in-structure" features and utilities, but only to replace like-for-like. The entire project is \$115,000, but UWI is only responsible for replacing the existing grease trap per their contract. UWI is responsible for \$68,540 of the project cost.
6. The meeting was adjourned at 1:57pm

Union WELL Inc. Board of Directors  
Executive Committee

Wednesday, August 16, 2023, 1:30pm  
Zoom Meeting

**Minutes**

Respectfully Submitted:



\_\_\_\_\_  
Authorized Signature

9/13/23

\_\_\_\_\_  
Date