



SACRAMENTO
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California State University, Sacramento
University Union
6000 J Street • University Union • Sacramento, CA 95819-6017
T (916) 278-6744 • www.csus.edu/union

**University Union Advisory Group
Wednesday, September 12, 2018
7:30 am, Capital Room**

Agenda

- 1. Call to Order & Public Comments**
- 2. Introductions**
- 3. Approval of March 7, 2018 Meeting Minutes**
- 4. Activity Report**
- 5. Expansion and Fire Sprinkler Retrofit Project Updates**
- 6. Tour of Expansion Construction Zone**
- 7. Adjourn**

Union Activity Report: a Few Highlights

Union Advisory Group Meeting, September 12, 2018

- Additional Senior Event Setup Supervisor position (full time, operations) recruitment completed, strong group of candidates interviewed. Awaiting final University Enterprises HR processing.
- Additional Event Services Coordinator position (full time, reservations) opened on August 24, closing this Friday.
- Successful New Student Orientation was held in June and July throughout the building. January Orientation will include use of our new meeting rooms in the beginning of January.
- UNIQUE's October 18 Mai concert sold out very quickly (within 2 days). Still awaiting contracts return for Jesse McCartney concert in November, before announcing.
- Four outstanding new graphic design interns, a photographer, and a sign shop student assistant have been hired for the new school year.
- Successful "Phlagleblast-Off" with a space theme was held on Wednesday, September 5. Lots of smiling faces and enthusiastic participation, although overall attendance and number of completed game cards down a little. This was the second Phlagleblast held during construction. We included the ASI Student Shop, Government, Peak Adventures, Dean of Students/Basic Needs, even though they are currently out of the building, to build enthusiasm for their location/relocation here in January.
- Text & Tell customer feedback system has been launched and is in use. It is located just inside the West Entrance, across from the Store.
- There is a petition for the Union & Library to be open 24 hrs. per day, 7 days per week.
- Progress is being made with odor abatement in the Redwood Room. The cause has been identified and a project to improve ventilation, circulation, and sealing off the source of smells is in process. The room smells markedly better.
- Two new Kwikboost charging lockers were purchased and installed on the first and third floors during the summer and are well utilized.
- The West Walkway has recently had some temporary caulking added to replace wood between concrete slabs. The current plan is to demo and replace all of the concrete, sometime in the winter. The East Walkway was also better "leveled" a few months ago, where it meets the Bookstore plaza, and will undergo additional significant safety improvements in the near future.

Expansion and Fire Sprinkler Retrofit Project Updates
Union Advisory Group-September 12, 2018

Expansion

- On schedule for mid-December planned completion of project, ready for Fire Marshal approval
- Temporarily moved SOAL to California Suite & Summit Room at beginning of April, to mitigate ongoing construction and weather impacts
- Passed critical “fire flow test” on September 6, with plenty of water pressure available to our nearby fire hydrants
- New meeting room names: Cottonwood Suite (continuity with the 2nd floor “trees” theme); Delta Room, Canyon Room, Green and Gold Board Room, Pacific Suite (3rd floor “geological features/Geographic” theme, for the most part)
- Wrapping up standardized room numbering scheme. Building signage will include a posted room number for every room.
- Most of 2nd and 3rd floor has electrical wiring installed, gypsum walls up and painted, tile work in bathrooms.
- Furniture is in process of being selected and ordered, due to arrive in early December for installation
- Working with UEI and Starbucks on final Starbucks plans and equipment installation timeline
- Still to come, includes:
 - cutover from temporary power to permanent
 - some underground pipes, infrastructure
 - expansion of Panda Express storage
 - installation of doors, ceilings, carpeting, floor tiling, concrete polishing
 - re-roofing entire Union
 - installation of lighting control, intercom, and music systems
 - installation of elevators
 - move out of construction trailer
 - completion of loading Dock behind Hornet’s Nest/Starbucks
 - restoration of Jed Smith for pedestrian and loading dock use
 - landscaping
 - manufacture and installation of building signage, inside and out
 - pavers on alleyway between Union and Santa Clara Hall
 - “hammerhead” turning area for emergency vehicles on walkway between Library Quad, Santa Clara, Union

Fire Sprinkler Retrofit

- Planned full completion of project in October 2019
- Simplex fire alarm system completely replaced with Notifier system. Once all fire sprinklers are in place, we will remove some of the sensors which are not required.
- Food Court (and Brown Bag area) retrofit work begun May 21, completed August 5. This was done as a full closure of the space. Additional work included additional pest protection by Western Exterminators & significant water damage abatement in vendor spaces by Belfor, as well as replacement the lighting soffit around perimeter of seating area, other code compliance work.
- The Store office retrofit work began July 6 and completed August 26. This was done as a full closure of the space. Replaced the floor while we were at it, including a moisture vapor barrier. Installing doors to their walk in cooler this week.
- Student Organizations and Leadership (SOAL) retrofit work began August 2 and scheduled to be completed September 21. This is being done as a full closure of the space (continuation of their relocation to CA Suite and Summit Room). New air handler for better heating and cooling in space was added to the project. Also purchased new (front-loading) club mailboxes and are in process of installing them across from their offices. Plans are for SOAL to be relocated back to their permanent 2nd floor space soon after the work is completed there.
- Retrofit of our IT area began this week and should wrap up by early October.
- "Shift work" (overnight work) began this past Monday, September 10 at the Lobby near Eco Grounds and Information Desk. Includes removal and remodel of soffit above Info. Desk and removal and redesign of lighting in that area. Cleanup and restoration of the space for normal use is achieved nightly, in time for opening of the Union the next morning.
- California Suite and Summit Room retrofit scheduled to begin immediately after SOAL moves out. When complete (by November), Summit Room to be repurposed for contractors use, to allow for removal of construction trailer. California Suite to be used for temporary relocations as work is done in various areas (e.g. Union Administration Office).
- Other planned full closures for retrofit work: (dates are approximate)
 - Remodel of Ballroom restrooms (Sept 25-Nov 28), 2nd floor South restrooms (Nov 29-Jan 22), 3rd floor South restrooms (Jan 23-March 15)
 - Main Kitchen and Epicure Restaurant (Dec 17-January 19)
 - Gallery (mid January-mid February, 2019)
 - 2nd floor South Wing (early Spring, 2019)
 - 3rd floor south wing (Summer, 2019)
 - Round Table (June and July, 2019)
 - very short closures (TBA) of smaller areas such as Catering offices, Jamba Juice, Police Service Center, etc.