

Memorandum

TO: HSU University Resources & Planning Committee

Alex Enyedi, Mark Rizzardi, Kerri Malloy, James Woglom, Tyler Stumpf, Anthony Baker, Sarah Bacio, Doug Dawes, Wayne Brumfield, Craig Wruck, Cyril Oberlander, Jazmin Sandoval, Alexis Brown

FROM: President's Cabinet

Lisa Rossbacher, Alex Enyedi, Doug Dawes, Wayne Brumfield, Craig Wruck, Cheryl Johnson

SUBJECT: Vacated Football Space Allocations 2019

DATE: May 2, 2019

The following space allocation recommendations reflect the Cabinet's agreement with the University Space & Facilities Advisory Committee's (USFAC) alignment of space requests with available vacated space in Forbes Gym (FGYM) and the Recreation and Wellness Center (RWC). All requests were submitted by campus departments in response to a Request for Proposals, first published on 3/1/19 (see related Attachments & Links below).

It is important to note that even though some of these spaces were used by football for offices/meeting space/storage, there are some spaces that need renovations to adequately meet the needs of the requestors. Once proposed allocations are recommended by URPC, it is advised that Facilities Management be consulted to produce more formal estimates for those renovations deemed necessary for business operations. Please also note that there have been no formal discussions around which budgets would pay for these renovations. Finally, once space reallocations are approved/finalized, the timing of physical moves will be scheduled in consultation with Facilities Management and will not be possible until after Summer 2019 unless critical extenuating circumstances exist.

Recommendations:

- RWC_120 – Athletics & Rec Sports Programming Space (Request 24)
- RWC_121 – Athletics & Rec Sports Locker Room & Workout Space (Request 23)
- FGYM_148 – Smart Classroom Reversion for all-school unrestricted scheduling (Request 30)
- FGYM_158 – Oh-Snap Food & Thrift Store Storage (with emphasis that food items would not be ideally located in this area without some modifications similar to those made for near-by Oh-Snap storage area) (Request 9)
- FGYM_153 - Rec Admin Storage Space (Request 17)
- Adaptive Physical Education and Nursing would be allocated FGYM_149 and FGYM_152. The groups would be using the spaces collaboratively, however specific allocation of each space to

a particular program will need to be ultimately determined by Cabinet/URPC/President.
(Requests 14 & 20)

- FGYM_ 141, 142, 143 – Nursing Offices (Request 14)
- FGYM_144, 145 – Concussion Program Offices (Request 16)
- FGYM_150, 151 – USFAC recommended placing CHECK IT program in this space. However, after the USFAC meeting ended, it was made clear that these rooms did not have adequate HVAC (heating). Cabinet was made aware of this and asked for approximate costs. Facilities Management estimated ballpark \$12,000. (Request 25)
- FGYM_140 – Kitchen space that was not recommended for allocation by USFAC at this time.
- Three proposals needs were not addressed:
 - Request 29 – Office Space for Chemistry Lecturers
 - Request 18 – Physical Activity for Special Populations Lab
 - Request 10 – Office for Basic Needs Coordinator (but see CHECK IT note above)

LINKS & ATTACHMENTS

- [Formal Request for Proposals](#) (published 3/1/19 on USFAC website)
- [Maps](#) with markups showing available spaces
- [Space Request Form](#)
- [Proposal Evaluation Rubric](#) (blank)
- [USFAC Average Scores](#) from 13 voting members
- Associated Students Rubric/Webform for scoring (Space Allocation AS Feedback - Google Forms APRIL 2019.pdf)
- Associated Students scores and feedback (Vacated Space Request Feedback Form AS Responses APRIL 2019.pdf)
- Vacated Space RFP Summary (Vacated Space RFP Summary - AS Review 4-15-19 - Sheet1 (1).pdf)