

SPOKE & RIM TAVERN SUMMER 2017 RENOVATION STATUS UPDATE

SUMMARY

Following the board motion authorizing a final project budget the project team met to finalize the scope of work, inclusive of the Spoke Café modifications. The team was prefaced that the scope of work for the Café cannot be finalized until the political conversations regarding the lease agreement are complete. Timeline and schedule for the main renovation will be unaffected as the Café has a separate budget and construction will be done in phases. The design team will be preparing two options to satisfy the possible outcomes; one to remain within the current footprint and one to expand further into the UCC Atrium Space. Both designs will involve removing the wall at the front of the restaurant to increase sight lines and overall curb appeal.

The project team (UWO Project Manager, USC Hospitality Services Senior Manager, Spoke Management, Kaizen Kitchen Design, and Tillman Ruth Robinson Architect and Engineering Firm) has organized a bi-weekly on-site meeting schedule and is utilizing teleconferencing on off-weeks. Communication has been fluid through email as design options are proposed and vetted. Spoke Management met with Kaizen at the NAFEM (North American Association of Food Equipment Manufacturers') Kitchen Equipment Show in Orlando to discuss/tour equipment and suppliers to satisfy the project design needs.

BUDGET UPDATE

The project team is aware of the \$1M main renovation budget and the added \$135K for the Café. All fees and taxes have been considered and backed off of the gross totals. We have not received a payment schedule as of yet. We are anticipating spending to begin with deposits on equipment orders in mid-late March. We have requested a payment schedule document.

SCHEDULE UPDATE

The project team has selected "Scenario 1 - Modified Construction Management" from the initial proposal document with a completion of August 2017. The proposed schedule has been updated to elaborate in more detail on summary tasks. The project is on-schedule at present, with a mid-March milestone of engaging Equipment Suppliers. The month of March is dedicated to design development, with further finalizing of architectural, mechanical, and electrical drawings carrying into April.

A PDF of the schedule will be sent as a separate document.

HIGHLIGHTS

The design of the kitchen space has been the primary focus over the past 3 weeks. It has been exciting to troubleshoot the different design options. The conference in Orlando was an amazing opportunity to educate ourselves on the food equipment we will be purchasing. Physically handling the different pieces and speaking with brand experts on the new technologies available in kitchen equipment has prepared us to make responsible, educated decisions when we are selecting the pieces to satisfy the design.

NEXT STEPS

The project team will be meeting March 02nd to review and finalize a kitchen design. At this meeting we will also be reviewing preliminary café drawings and front of house lay-out. Once the design is finalized we will be engaging our food equipment supplier and begin the ordering process. We will also be building the construction and spending schedules. At the operational level we are planning our pre-construction tasks so we meet the May 01 start date for the project. Timing will be a challenge as the Spoke will remain fully operational until the end of the exam period, April 30th, and will need to be organized for an efficient transition to our summer operation.

TO MONITOR

The greatest challenges this project will face are budget and timeline restrictions. Once the fees and HST are pulled away from the overall budget it will be a challenge to maximize our spending and cost control to ensure all areas of scope are covered. A/V, furniture, and other auxiliary pieces will need to be planned and included. The schedule was outlined as “aggressive” in the proposal document and will need to be closely monitored to ensure we remain on track.

OVERALL

We are excited about where we are within the planning phase of the project. Communication will be paramount moving forward to ensure we remain on schedule as we complete the design phase and move on to construction in May.

DESIGN OPTIONS

PDF of two current design options attached. Following a teleconference this afternoon the project team is proceeding with design option 2, which has further adjustments to be made.