

SPOKE RENOVATION

A Capital Plan Allocation

- \$2.7 Million in sales annually
- 55,000 pounds of French fries sold in one year
- 12,403 CLT's sold
- Serves 1,500-2,000 customers EVERY day
- **Conclusion:** the Spoke kitchen feeds a lot of students each and every day
- When the kitchen was built, Spoke sales were 70% alcohol sales
 - Kitchen was designed to provide pub type food only from a walk up window
- Today the Spoke kitchen does over \$2M in sales
- In the past 15 years, USC has performed renovations to café, lounge and tavern but the kitchen has remained unchanged despite:
 - Poor service delivery
 - Poor safety layout (fryers directly behind the food delivery area)
 - Overall inefficient use of kitchen space

WHY RENOVATE THE SPOKE?

- Capital funds have been earmarked for a Spoke renovation
- Senior Manager Hospitality Services and the Spoke management team are working on conceptual drawings for renovation and on getting cost estimates as well
- Facilities Management at Western have been notified that a Spoke renovation is on the horizon
- It has been determined that the USC will be engaging consultants to help design the space and determine the best use and set up for the space as well
 - They will tell us what can and can't be done
 - They will provide options

WHERE IN THE PROCESS ARE WE NOW?

THEN

At the time of completing the capital plan:

- Kitchen
 - New equipment and design
 - Better layout for effectiveness and to create capacity
 - A more efficient space and better functionality
- Lounge
 - Update flooring

SCOPE OF PROJECT

NOW

Now the renovation scope has been expanded to provide a complete facelift for the Spoke that will enable a better overall flow for the customers

WHY EXPAND THE SCOPE?

Take advantage of being closed in the summer and maximize the functionality improvements for the end users

Scope expansion includes:

- Kitchen redesign with storage space, new prep area, new dish area, new flooring, new cook line
- Washroom upgrades or complete redesign
- New furniture for lounge
- Café improvements for line management

- \$500,000 has been allocated in the capital budget for the Spoke renovation
 - This was an estimate based on a re-design of the spoke kitchen only
 - Included flooring change to spoke lounge
 - Tavern would remain unchanged unless flooring change occurred in lounge then it would be continued to Tavern as well
 - No improvements to the washrooms
 - No improvements to the lounge space
- Based on work done to date, the cost of renovating the kitchen alone would be \$500,000
- To add the washrooms, new furniture for the lounge, flooring replaced in lounge, café improvements and new AV and TV system for the Spoke would cost an additional \$350,000-\$500,000

Conclusion: More money is going to need to be allocated to this project if we are to achieve greater overall functionality, capacity and impact to the customers from the Spoke renovation

FINANCING

- November - Presentation at November 25th Board meeting
- December - Status update report on the renovation plans
 - Report will be in writing
 - Delivered either in person at December BOD meeting or via email if meeting is cancelled
- January – results from the consultant will be distributed, recommended scope will be presented, cost estimates and options will be provided along with a timeline for the project
- January – renovation scope and plans to be reviewed, discussed and agreed upon in principal
- January - capital plan updated to reflect needs based on mgmt. requests and BOD discussion
- January 27 – capital plan and budget go to Finance Committee for recommendation
- February 3 – BOD reviews and approves capital plan and budget

BOARD ENGAGEMENT & COMMUNICATION