

# KINDNESS

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## MEETING MINUTES      Project Meeting #7

Project Name: UW-L Student Center  
Project Location/Agency: University of Wisconsin – La Crosse  
DSF Project Number: 12H2W  
A/E Project Number: 13-105  
Meeting Date/Time/Room #: 8.1.13/9:00 AM – 3:00 PM / Centennial 2211  
Attendees: See attached Sign-In Sheet

Meeting Objectives: Review A/V equipment  
Review interior concept  
Review foodservice equipment

### A/V Equipment

Review additional notes from Professional Audio (PAD) attached. Handouts discussed at meeting are also included.

### Multi-purpose Room

- Flexibility is desired in audio.
- It is desired to have wireless mics at pre-function space. Mics should be assignable.
- 2 sound systems are desired – permanent set up and for conferences.
- 5 screens desired – 2 at end spaces, 1 in middle spaces.
- The majority of use for multi-purpose is to function like a meeting room.
- PAD will coordinate power requirements with A&O.

### Entertainment Café (E' café')

- The campus will provide desired locations of monitors/screens (i.e. digital signage).
- A ramp on one end for stage is desired. Ka+p to review stage size; it may need to be 1-2 feet deeper.
- Entrance to E' Café should have solid double doors in lieu of glass.
- Rigging to be minimized.
- Lights (stage lighting) to be mounted to balcony.
- Recreation could be a control point for the TVs/XM radio (building sound system).

### Theater

- 2 podiums may be utilized; one could be used from the multi-purpose room). Storage is needed.
- No portable stage.
- The theater's main use is movies but will be used for lectures and debates.
- The booth will need to be accessible as students will be working with the film.
- Site lines will be reviewed by PAD.
- Recording/web stream is desired.
- Cup holders are desired. Tablets are not desired.

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## Interior Design Concept

### Student Org

- A collaboration table was discussed for this area and ultimately decided it was not required.
- The Leadership and Involvement areas can be combined into one space with a reception desk at the southeast corner.
- School colors not desired for space; the colors at the Pottery Barn are a good reference to use; the décor for Restoration Hardware is not.
- Table lamps could be used as ambience.
- The overall feel should be a family/living room.
- Color boards will be provided at a later date.
- The layout was approved.

### Overall Retail Dining Concept

- The ceiling is representative of sun rays through clouds.
- Terrazzo will be reviewed for flooring and will depend on budget.
- The fireplace at the lounge was approved. Additional fireplaces will be reviewed with the budget – one for each floor: Recreation area at lower level, pre-function at multi-purpose room, lounge at southeast corner and large private dining on the third floor.
- Variety of seating is desired. A large dining table (large group dining/family style) is desired somewhere in the seating area as well as high back private booths. The booths could be built in or purchased. Ka+p to review.
- The pre-function at E' Café and E' Café is desired to be industrial chic. Hi Hat Garage in Milwaukee and All Saints store in Chicago were discussed. Ka+p will do research.
- Ka+p will review and incorporate veteran's center layout and room data sheet. A borrowed lite/window is desired on a portion of wall.

## Foodservice

Review additional notes from Robert Rippe & Associates (RRA), attached. Handouts discussed at meeting are also included.

- RRA will review high density shelving at the dry storage.
- Connection (a door) is desired between garage and catering. Door will swing in.
- RRA will review a location for a blast chiller.
- RRA will review column locations and integrate with column where it makes sense. Ka+p to review.
- E ordering/pre-ordering is desired.
- RRA to add warmers and coolers to each cashier.
- Air cooled condensers are desired. Location to be determined. UWL desires to have it mounted above grade to be able to clean out leaves and debris that tend to collect underneath. A hose bib is also desired.
- A popcorn popper with butter dispenser will be provided at concession stand.
- At the lower level foodservice it is desired to showcase the pizza oven. Ka+p and RRA to coordinate.


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- An automatic oil return is not desired. An enclosed tank and oil caddies are desired.
- RRA recommends a dual system compressor, which is more expensive but has a quick pay back.
- Bottles and keg s will be provided at lower level foodservice.
- Movie theater style soda is desired.
- RRA will review costs for buzzers.
- The buffalo chopper location to be determined; equipment will be reviewed.
- The national concept is assumed to be Q Doba for the preliminary review documents and associated equipment. A decision will need to be made at a future date.

Adjourn 4:00 pm

Meeting minutes prepared by:  Date: 8.12.13

*The foregoing constitutes our understanding of the matters discussed and the conclusions reached. Other participants are requested to review these items and advise writer of any errors and/or emissions within 5 business days. This set of minutes is being distributed for the express use of the individuals named on the distribution list. Discretion is requested when making the required internal copies.*

Meeting Minutes

Date: 8/3/2013

Meeting Location: UW-La Crosse Centennial Hall 2211

Project: UW-La Cross Student Center

DFD #12H2W

Purpose: Discuss A/V needs in Entertainment Café, Theater, and Multi-Purpose Room

Multi-Purpose Room

- Campus prefers to use wireless microphones, so room will need a large selection of wireless microphones
- Cable tuner required to watch TV on "Game Days."
- No daily tech support, so room must be self-functional for customers
- Discussed whether Crestron control panels might be "owner-furnished" so they can be purchased on State contract.
- Room will have 4-6 audio dry lines between the back and front of each dividable room.
- For large performances, no analog infrastructure. If analog will be used, campus owns a multi pin snake they use as needed. Instead campus would like a digital infrastructure. Digital protocol has yet to be determined (RIO boxes were discussed).
- For more advanced conference setups, a mobile cart with production video switching capabilities will connect to a port in the wall in each dividable room for higher quality video switching.
- Video and audio outputs at the back of each dividable room will provide connections to campus owned web/video conferencing devices.
- Performances may occur on stage or on portable stage at back of space. Connections must accommodate configuration.

Entertainment Cafe

- Owner-furnished portable sound system will be used in the space. Items are still being purchased, but a detailed inventory of equipment will be provided to architects.
- Room requires a digital infrastructure and no analog infrastructure.
- Campus expressed interest in using the HD projector screen for advertising events. Also expressed interest in a video wall instead of a projector screen.
- Cable tuner required for watch TV on "Game Days."
- The sound system for cafe will need to be designed for two areas, the first floor and second floor balcony area. A higher volume for lower level should be achieved with specific speakers aimed down to minimize volume to balcony seating. Separate audio speakers for balcony with separate volume control should allow second floor attendees to enjoy performance, but to also conduct a conversation. The separate audio for the balcony should also minimize audio "bleeding" throughout the second floor. In particular, concern was expressed over information center. Perfect isolation is not achievable, but the goal should be to drastically lower volume.

## Theater

- The room will be used for digital movies, debates, and lectures.
- A surround sound system will be designed for movies. Additional speakers will be designed to accommodate debates and lectures.
- The projector might be used for lectures, but probably not for debates. Therefore, a single connection at the front of the room is required for computer video and audio signal.
- There was discussion about the possibility being able to share connections between theater and Entertainment Cafe (i.e. using either space as an overflow).

## Meeting Spaces

- Heather, UW-La Crosse, provided PAD with a tour of current meeting room spaces for a frame of reference.
- A document with room requires was also provided. PAD is currently reviewing them.

Prepared by,  
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# Meeting Notes

UW – La Crosse  
New Student Center

DFD#:12H2W  
RRA# 12.171.00

August 1, 2013

Terry reviewed drawings and equipment with the project team and foodservice representatives.

## Kitchen

- Provide 6' door opening on the dry storage room to accommodate pallets.
- Add a pallet-sized sliding door to the back of the meat and dairy refrigerator and the freezer to improve delivery access. This will require a small reduction in the size of the soda room.
- Refrigeration systems are to be parallel split systems with the compressors inside in the lower level mechanical room and the condensing fans outside, on grade. The fans should be mounted on legs to keep them 3-6" above the slab and a hose bib should be provided on the adjacent building to facilitate cleaning.
- Terry is to provide references for boilerless steamers so the University can verify their maintenance requirements.
- An additional hood should be added to the hot food production area to accommodate a 48" grill. Space for at least one additional 36" piece of equipment should be provided, if possible. This hood will be added to the cooks' prep area and the counter with sink will be switched with the mobile worktable.

## Concepts

- The noodle area is designed to function like a well-known, nationally-branded noodle concept.
- E-ordering should be accommodated in each of the concepts. Terry will add undercounter refrigerators and warmers, as needed, at the cashier area of each concept to accommodate holding of pre-ordered food items.
- The coffee area will require two, (2), espresso machines to accommodate the anticipated volume.
- The fountain beverage equipment can be eliminated from the grab and go area. A glass door freezer will be added in this location to offer ice cream novelties and frozen convenience foods.
- Deli – to include two, existing, accelerated ovens, and a Doyon combination oven/proofer. The current set-up is designed as an Erbert and Gerberts. The university assumes this will remain as one. The service point should be moved down to improve access to the lounge area. This will be done by lengthening the station's storage area, repositioning the wall adjacent the column to align with the column.
- Talks are underway between Sodexo and two national brand Mexican food franchises. The space will be left open until mechanical and electrical information is required. If a franchise has not been selected by that time, RRA will develop a layout based on typical franchise requirements.

## Concessions

- Provide a separate soda system for this operation.

#### Pizza/Snack Concept

- Plan for both keg and bottled beer.
- Provide movie-theater style served iced and soda dispensers.
- Add a floor mixer for dough production.
- Provide two cashiers with an undercounter warmer to hold e-orders.
- RRA to provide Larry with information regarding buzzer systems to track customers down when their orders are ready.

#### Preferred Manufacturers

The university does not have a list of preferred manufacturers, however, it is preferred that the equipment does not require proprietary parts like Hobart. This would facilitate equipment repair and the replacement of parts.

The majority of the existing reach-in refrigeration is Traulsen. The ice machines are typically either Scotsman or Hoshizaki, however, they are not loyal to neither one.

The campus has had problems with Groen and Blodgett combi ovens in the past so they are somewhat leery of the units. Terry commented that they can be very useful in the preparation of some items. Terry will provide references for University dining and campus maintenance to call regarding the Rational units.

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Project Name: UW-L Student Union  
 Project Location/Agency: University of Wisconsin – La Crosse  
 DSF Project Number: 12H2W/Ka+p#: 13-105

Meeting Date/Time/Room #: 8.1.13/10:00 AM – 3:00 PM/ Centennial 2211

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**Sign In**