



**California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Finance and Contracts Committee**

ZOOM: <https://csusb.zoom.us/j/85152415905>

March 7, 2024 – 12:00 PM

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes
 - a. November 17, 2023
4. Open Forum
5. Adoption of Agenda

NEW BUSINESS:

- FC 01/24 Student Union South Metal Roof Repair by WTI \$14,886.00
Chartfield String 660876-RO001-S6110 (Action, Roberson)
- FC 02/24 Discussion of SMSU Leases and Price Per Square Feet (Discussion, Najera-Neri)
- FC 03/24 Discussion of SMSU North Privacy Chairs (Discussion, Kulkarni)
- FC 04/24 Consideration to Extend Use of Bowling Alley to Saturdays (Discussion, Kulkarni)

Announcements

Adjournment



**SANTOS MANUEL STUDENT UNION BOARD OF DIRECTORS
FINANCE & CONTRACTS COMMITTEE MEETING**

November 17, 2023

MINUTES

Members Present: Jocelyn Paz, Shardul Kulkarni, Maria Najera-Neri, Autumn Hudson

Members Absent: Dulce Gonzalez, Jasmine Curtis, Tenzin Urgan, Daniel Arana

Staff Present: Steven Avila, Matthew Jenkins

Guests: There were no guests

Call to Order: The meeting was called to order at 2:32pm

Roll Call: A Verbal roll call for members was conducted.

Open Forum: There were no guest speakers.

Adoption of Agenda:

M/S Kulkarni/Hudson to adopt agenda.

Motion passed by consensus.

NEW BUSINESS

FC 02/24 Discussion of Student Concerns Regarding Pricing (Discussion, Jenkins)

As a follow up to the October 6, 2023 Finance and Contracts meeting Mr. Jenkins continued the conversation regarding the breakdown of the pricing of bowling compared it to other universities and local bowling alleys.

Announcements

- No announcements made at this time.

Adjournment

M/S Hudson/Kulkarni to adjourn at 3:27pm.

Respectfully reviewed & submitted by

Jocelyn Paz, Controller (in lieu of vacant Secretary Position)

Date

Student Union South Metal Roof Repair

Date: March 5, 2024

Santos Manuel Student Union Board of Directors

Proposed By: Anthony Roberson, Associate Director Operations

Background:

The metal roof of the SMSU South facility has served us well over the years, providing protection against the elements and contributing to the overall structural integrity of the facility. However, routine inspections have revealed signs of wear and tear, necessitating immediate attention to prevent further damage.

Proposal:

The proposed repair project includes a comprehensive assessment and subsequent restoration of the metal roof. This will involve: Remove 9 roof panels and Cricket, wall panels also may be necessary to determine action to make watertight.

Install new underlayment, reinstall roof panels, install new Cricket using 24-gauge material, and reinstall wall panels and flashing.

Rationale:

This rationale outlines the necessity and benefits of undertaking a metal roof repair project;

- **Safety Concerns:** The paramount concern when addressing the repair of the metal is the safety of all individuals utilizing the SMSU South. Leaks and compromised structural elements pose a risk to the well-being of our students, staff, and visitors. Addressing these issues promptly is crucial to mitigate potential safety hazards and ensure the continued use of the facility without compromise.
- **Long-Term Cost Savings:** Proactive metal roof repair is an investment in the long-term sustainability of the SMSU South. By addressing the current issues promptly, we prevent further deterioration that could lead to more extensive damage and costly repairs in the future. Timely intervention not only ensures the safety of occupants but also contributes to significant cost savings over the life cycle of the building.
- **Preservation of Facility Value:** The Santos Manuel Student Union plays a pivotal role in fostering community engagement, providing a space for student organizations, events, and social activities. A structurally sound and well-maintained facility enhances the overall experience of students and contributes to a positive campus atmosphere. By addressing the metal roof issues, we are investing in the quality of student life and reinforcing our commitment to providing a conducive environment for learning and community building.

Budget Impact:

The estimated budget for this project is **\$14,886.00**, inclusive of all materials, labor, and contingency costs. A detailed breakdown of the budget is attached herewith

Timeline:

Upon approval, the project is expected to commence on March 26th, and conclude by April 12th. The timeline has been carefully structured to minimize disruptions to the daily activities of the SMSU South facility.

Chart field: 660876-RO001-S6110

Attachments:

- Please proposal attached.

Patch and Repair Proposal



Proposal Prepared for:



A Subsidiary of Tremco Incorporated

3735 Green Road, Beachwood, OH 44122 • www.tremcoroofing.com

02/08/17

Patch and Repair Proposal

Dear

I am submitting a proposal for roof repairs at
Based upon my inspection, the following should be completed:

The cost to complete the above scope of work is: _____ and can be completed within
_____ of your approval. I will be in contact with you to answer any questions you have.
Thank you for the opportunity to serve you and

Respectfully yours,



Patch and Repair Proposal

TERMS AND CONDITIONS:

Unless all Work hereunder is to be performed within thirty (30) days, WTI shall submit an invoice to the Customer at the end of each calendar month for the amount due for the portion of the Work completed during that month. If all Work is to be performed within thirty (30) days, no invoice shall be submitted until all Work has been completed. Customer shall pay WTI in full within thirty (30) days after receipt of each invoice.

This Proposal is an offer by WTI to provide the Scope of Work set forth above to the Customer on the terms and conditions set forth herein and in WTI's standard terms and conditions (a copy of which may be obtained at <http://www.tremcoroofing.com/files/share/terms/TandCWTI.pdf>), which are hereby incorporated by reference (together, the "Terms and Conditions"). The Terms and Conditions will govern the Work to the exclusion of any other or different terms, including in any customer purchase order, unless otherwise expressly agreed in writing pursuant to a Master Agreement or similar contract with Customer signed by an authorized representative of WTI. Please confirm your acceptance either by return e-mail to the representative identified below or by having an authorized representative of Customer sign in the space provided below. Upon receipt of acceptance, WTI will process your order and promptly begin the Scope of Work. We appreciate your business and look forward to working with you at your facility.

By:
P.O. number (if required):
Print name:
Title:
Date:



Patch and Repair Proposal

ACKNOWLEDGEMENT REGARDING PREVAILING WAGE REQUIREMENTS:

Please check ONE of the below:

- The work described to be performed by Weatherproofing Technologies, Inc. ("WTI") at customer's facilities is not subject to federal, state or local prevailing wage requirements, other than the Fair Labor Standards Act's minimum wage provisions (29 U.S.C. § 206) and similar state minimum wage laws of general application.
- The work to be performed by WTI at customer's facilities is subject to prevailing wage requirements, and the customer agrees to provide WTI with all applicable wage schedules for such work before a purchase order is generated for this work.

Customer further acknowledges that if customer is a public entity or agency, or the project is funded in whole or in part with federal funds, the price quoted by WTI for work performed on customer's facilities is based on the assumption that the work is covered by a prevailing wage law (applicable state or local prevailing wage law or the Davis Bacon Act). If the customer indicates above that this project is not subject to any federal, state or local prevailing wage requirements the quoted price may be reduced.

Customer Name:

Customer Representative:

(print name)

Signature:

Date:



Lessee	Suite Number	Square Footage	Cost Per Sq. Ft. per month Facility Use	Total Annual Cost for Facility Use	\$.543 Per Sq. Ft. per month For Utilities & Custodial	Total Annual Cost for Utilities & Custodial	Total Annual Cost for Facility, Utilities & Custodial	Lease Terms
Associated Students Incorporated.	SUN 304	3,587	\$ 1.00	\$ 1.00	\$ 1,947.74	\$ 23,372.89	\$ 23,373.89	01/01/2022 - 12/31/2023
Office of Student Engagement	SUN 302	2,339	\$ 2,339.00	\$ 28,068.00	\$ 1,270.08	\$ 15,240.92	\$ 43,308.92	01/01/2022 - 12/31/2026
Career Center	SMSU South 108/112	Suite108: 2055	\$ 2,055.00	\$ 24,660.00	\$ 1,115.87	\$ 13,390.38	\$ 38,050.38	02/01/2022 - 01/31/2027
		Suite 112: 854	\$ 854.00	\$ 10,248.00	\$ 463.72	\$ 5,564.66	\$ 15,812.66	
Den/Basic Needs	SMSU South 224	1,600	\$ 1,600.00	\$ 19,200.00	\$ 868.80	\$ 10,425.60	\$ 29,625.60	08/01/2021 - 09/30/2026
Basic Needs	SMSU South 118	1,438	\$ 2,545.26	\$ 30,543.12	\$ 780.83	\$ 9,370.01	\$ 39,913.13	07/17/2023 - 6/30/2028
VPSA	SMSU South 222/223	Suite 222: 2,000	\$ 2,000.00	\$ 24,000.00	\$ 1,086.00	\$ 13,032.00	\$ 37,032.00	01/01/2022 - 12/31-2026
		Suite 223: 575	\$ 575.00	\$ 6,900.00	\$ 312.23	\$ 3,746.70	\$ 10,646.70	
VPSA	SMSU 219	713	\$ 1,262.01	\$ 15,144.12	\$ 387.16	\$ 4,645.91	\$ 19,790.03	08/01/2023 - 06/30/2024
Office of First Year Experience	SMSU South 203	1,762	\$ 1,762.00	\$ 21,144.00	\$ 956.77	\$ 11,481.19	\$ 32,625.19	02/01/2022 - 01/31/2027
Undocumented Student Success Center	SMSU North 3313	1,055	\$ 1,867.35	\$ 22,408.20	\$ 572.87	\$ 6,874.38	\$ 29,282.58	5/1/2023 - 4/30/2023
ASUA Tutoring Center	SMSU South 220 & 221	772	\$ 1,366.44	\$ 16,397.28	\$ 419.20	\$ 5,030.35	\$ 21,427.63	9/1/2023-6/30/2024
Title IX Office	SMSU South 103	647	\$ 1,145.19	\$ 13,742.28	\$ 351.32	\$ 4,215.85	\$ 17,958.13	7/1/2023 - 6/30/2024
				\$ 232,456.00		\$ 126,390.85	\$ 358,846.85	

Elizabeth Junker

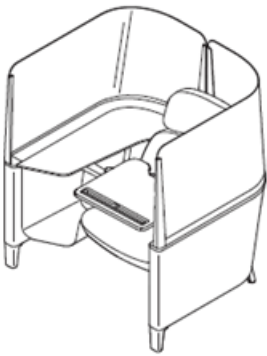
From: Anthony Roberson
Sent: Wednesday, March 6, 2024 1:20 PM
To: Elizabeth Junker
Subject: FW: Tangram: Brody Pricing + 2nd Floor Lounge Update

From: Kimberly Barnow <kbarnow@tangraminteriors.com>
Sent: Wednesday, March 6, 2024 11:11 AM
To: Anthony Roberson <aroberso@csusb.edu>
Subject: Tangram: Brody Pricing + 2nd Floor Lounge Update

Anthony,

Sorry for the delay. I'm still without pricing on the Allemuir option. I learned from my support team member our main contact with the manufacturer is out of the office. There's a back up team working to get us the price asap, but they are baked up. We're on it!

As for the Brody, the pricing is as noted back several months ago. For the version below, with power, the budgetary estimate is currently \$2,995 per unit. I hope this helps and I'll provide an update for the 2nd floor match as quickly as possible!



Kimberly Barnow
Account Executive

Tangram
1375 Dove St
Suite 300
Newport Beach, CA 92660

m. 949.204.7231