

## **MEMORANDUM OF UNDERSTANDING**

*Among University of Oregon Administration, Intercollegiate Athletics, Physical Education and Recreation, and the Erb Memorial Union*

*Regarding EMU's Construction Surge Use of McArthur Court*

March 14, 2014

### Overview

This MOU is an update to the previously agreed upon MOUs relating to the use of McArthur (Mac) Court ("Transitional Use of McArthur Court MOU between UO Administration, Intercollegiate Athletics, and Physical Education and Recreation" and "Guidelines for Maintenance Services at McArthur Court"). Those MOUs will remain intact unless specifically addressed here.

### Timeline

Mac Court will be used as surge space for EMU student programs and services during the EMU Expansion and Renovation project from Spring Break, March 24, 2014, through September 15, 2016. At the end of this period, this MOU will terminate and the previous MOUs mentioned above will be reviewed and revised prior to reinstatement, unless otherwise directed by UO Central Administration.


### Areas Affected

The EMU will occupy the concourse level and mezzanine level as depicted on the attached floor plans (see attachment MOU\_MacCourt\_SpaceAssignments.pdf). The area surrounding Mac Court will be impacted by EMU occupancy and Athletics events as depicted on the attached site map and parking atlas.

Athletics will continue to manage and occupy the basement level of Mac Court in support of Men's and Women's tennis and Women's Softball athletics programs. Athletics also will manage and occupy a concession stand and storage room as depicted on the attached floor plans (see attachment MOU\_MacCourt\_SpaceAssignments.pdf).

PE & Rec will continue to manage, program, and schedule the main court for student programming in Intramural Sports, Club Sports, Physical Education, informal recreation, events scheduled in cooperation with EMU Scheduling & Event Services, and other appropriate events as approved by Enterprise Risk Services (see PE & Rec summary below).


**SIGNATURE PAGE:**

  
\_\_\_\_\_  
Jamie Moffitt, Vice President for Finance and Administration,  
and Chief Financial Officer

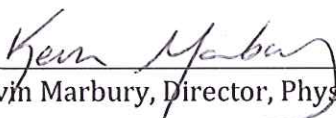
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Date

  
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Robin Holmes, Vice President for Student Affairs

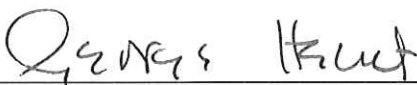
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\_\_\_\_\_  
Bob Beals, Associate AD Operations and Events,  
Intercollegiate Athletics

3/19/14  
Date

  
\_\_\_\_\_  
Kevin Marbury, Director, Physical Education and Recreation

March 18, 2014  
Date

  
\_\_\_\_\_  
George Hecht, Associate Vice President for Campus Operations

17 MAR 2014  
Date

## **Summary of agreements covered by this Memorandum of Understanding**

This MOU results from the work of the following individuals:

- Laurie Woodward, EMU
- Dan Geiger, EMU
- Dana Winitzky, EMU
- Gregg Lobisser, Student Affairs
- Chuck Campbell, Environmental Health and Safety
- Deb Donning, Office of Risk Management
- Gwen Bolden, Department of Parking and Transportation
- Bob Beals, Athletics
- Eric Roedl, Athletics
- Lisa Peterson, Athletics
- Kevin Marbury, Physical Education and Recreation
- Bryan Haunert, Physical Education and Recreation
- Tiffany Lundy, Physical Education and Recreation
- David Ward, Campus Operations
- Brett Rogers, Campus Operations
- Janet Lobue, Campus Planning, Design & Construction
- Jeff Madsen, Campus Planning, Design & Construction
- Martina Oxoby, Campus Planning, Design & Construction

### **The EMU agrees to:**

#### **Basement Level**

- Not have use of or access to the basement level of Mac Court that is currently assigned to Athletics.

#### **Concourse Level**

- Retrofit a University Street entry with ADA accessible push-button door and hardware.
- Provide basic grab-and-go coffee and food items in the NW concession space.
- Assign student groups and activities to the zones identified on the attached floor plans (see attachment MOU\_MacCourt\_SpaceAssignments.pdf).
- Provide clear wayfinding signage for EMU groups.

#### **Court**

- Not have access to the court for EMU Programs unless scheduled through PE & Rec.

#### **Mezzanine Level**

- Restrict access from the stairwells to the exterior balconies from inside for safety and security of the students. This MOU will continue to allow Softball to use the south balconies during games since they are accessed from the exterior.

- Construct temporary walls to prevent access from the mezzanine level to the main court. No activities on the court will have access above the lower-level seating bowl.
- Construct temporary walls and doors at the base of all stairwells to provide security and access control to the student offices.

#### Upper Levels

- Limit access to and use of space above the mezzanine-level offices to Campus Operations for maintenance purposes only.

#### Exterior

- Operate the walk-up ticket windows at room 1A for use by the EMU Ticket Office. The EMU will be assigned 2 24-minute load/unload parking spaces in Lot Mid University Street for this function (see attachment MOU\_ParkingAtlas.pdf).
- Install at least 50 additional bike parking spaces to meet the demand of the new student offices (see attachment MOU\_MacCourtSitePlan.pdf).
- Increase exterior lighting for security.
- Provide temporary banner style signage to the west entrances of Mac Court.

#### Operations and Security

- Maintain hours of operation. An example of typical hours of operation include 8am-9pm Monday through Thursday, 8am to 6pm Friday, closed on weekends and academic breaks.
- Provide Info/Night Manager staff during hours of operation. Provide and manage office keys and proximity card access readers for after-hours access.
- Provide custodial and routine maintenance within EMU-occupied spaces and adjacent public spaces (see attachment MOU\_MacCourt\_SpaceAssignments.pdf).
- Communicate a food protocol with EMU student groups to minimize impacts to the known rodent problem at Mac Court.
- Provide and maintain adequate walk-off mats at all building entrances.
- Provide trash and recycling stations to support the EMU programs. Campus Recycling will continue to service the EMU programs at Mac Court.
- Pay the increased delta of utility costs (as compared to current utility costs at Mac Court) to campus during the period of occupancy.
- Cost-share the deferred maintenance upgrades as deemed necessary between Campus Operations and the EMU at a 50% cost split with Campus Operations.

#### PE & Rec agrees to:

- Manage, program, and schedule the main court space as a location for student programming in Intramural Sports, Club Sports, Physical Education, and intramural recreations. PE & Rec reserves the right to make decisions regarding the main court use on a case-by-case basis in consultation with Enterprise Risk Services, when requests are for sports/recreation or for non-standard programming. The following activities will continue to use the main court; however, use of concourse hallways and mezzanines and seating above the

lowest-level bowl is prohibited: ongoing PE & Rec Events, Club Sports Volleyball, and other appropriate events as approved by Enterprise Risk Services. Based on availability, EMU Scheduling & Event Services may schedule the court for appropriate events through PE & Rec until the EMU moves out of Mac Court in September 2016. Glenn Cashel (541.346.1180 [gcashel@uoregon.edu](mailto:gcashel@uoregon.edu)) will continue to be the point-of-contact for scheduling events on the main court and Gwynn Daniels, Ph.D., EHS Director (541.346.5421 [gdaniels@uoregon.edu](mailto:gdaniels@uoregon.edu)) is the primary contact for Enterprise Risk Services.

- Continue to provide custodial labor and supplies for the court as utilized for recreational programming at the department's expense.
- Continue to be responsible for any damage caused by recreational program participants inside the main court.
- Maintain the security of the main court by closing gym interior doors if open outside of scheduled time.

Athletics agrees to:

Basement and Concourse Levels

- Continue to manage and occupy the basement level of Mac Court in support of Men's and Women's Tennis and Women's Softball athletics programs.
- Pay costs to retrofit lower-level shower and dressing rooms for softball referees.
- Continue to manage and occupy the concession stand and storage space shown in green during softball season and post-season (see attachment [MOU\\_MacCourt\\_SpaceAssignments.pdf](#)).
- Continue to have access to the concourse-level hallways and restrooms and will be responsible for maintaining and cleaning concourse-level restrooms that are used for athletic events taking place on Howe Field or the Student Tennis Center.

Exterior

- Provide temporary bleachers, truck staging, and team drop-offs during the season and post-season as depicted on the site impacts map (see attachment [MOU\\_MacCourtSitePlan.pdf](#)).
- Work with Department of Parking and Transportation for game day parking passes in front of the Student Tennis Center for support personnel.
- Be responsible for providing access control and security to Mac Court and Howe Field during athletics events.
- Continue to have exterior access to the south balconies during softball events.

Operations

- Continue to pay utilities for their assigned space as currently agreed upon with Campus Operations.

Campus Operations agrees to:

- Continue to maintain the primary building structure and infrastructure.
- Continue ongoing rodent control.

- Cost-share the deferred maintenance upgrades as deemed necessary between Campus Operations and the EMU at a 50% cost split with the EMU. Campus Operations will complete the upgrades in accordance with the EMU's schedule.

Attachments:

Attachment 1: Mac Court Site Plan

Attachment 2: Parking Atlas

Attachment 3: Mac Court Space Assignments



Late Night Entry

existing PE&Rec bike rack to remain

EMU parking

Late Night Entry /ADA

Firelane and Bus Drop-off Zone

Bike Rack Locations

Entry

Softball TV trucks

Softball lighting trucks

SRC construction fencing

Softball lighting trucks

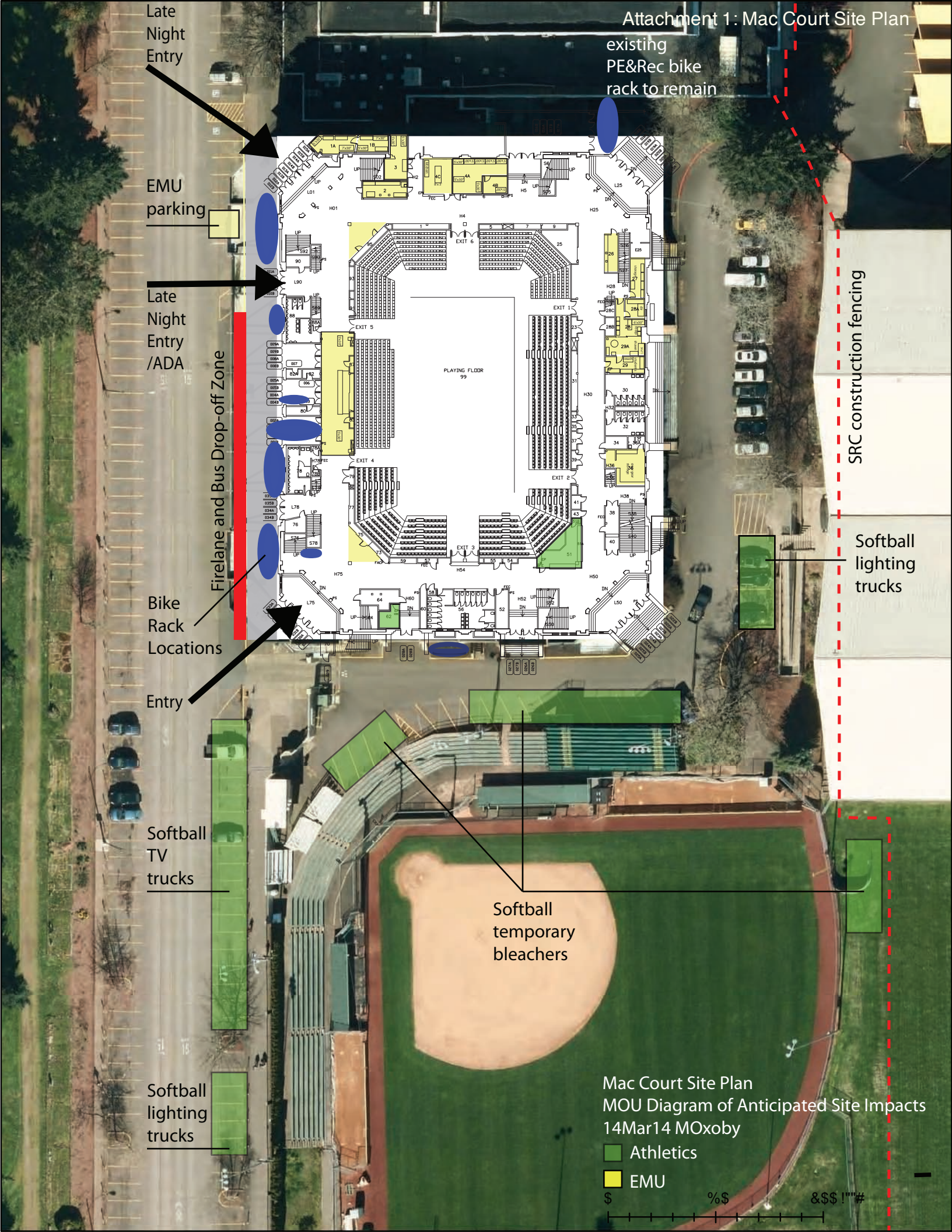
Softball temporary bleachers

Mac Court Site Plan  
MOU Diagram of Anticipated Site Impacts  
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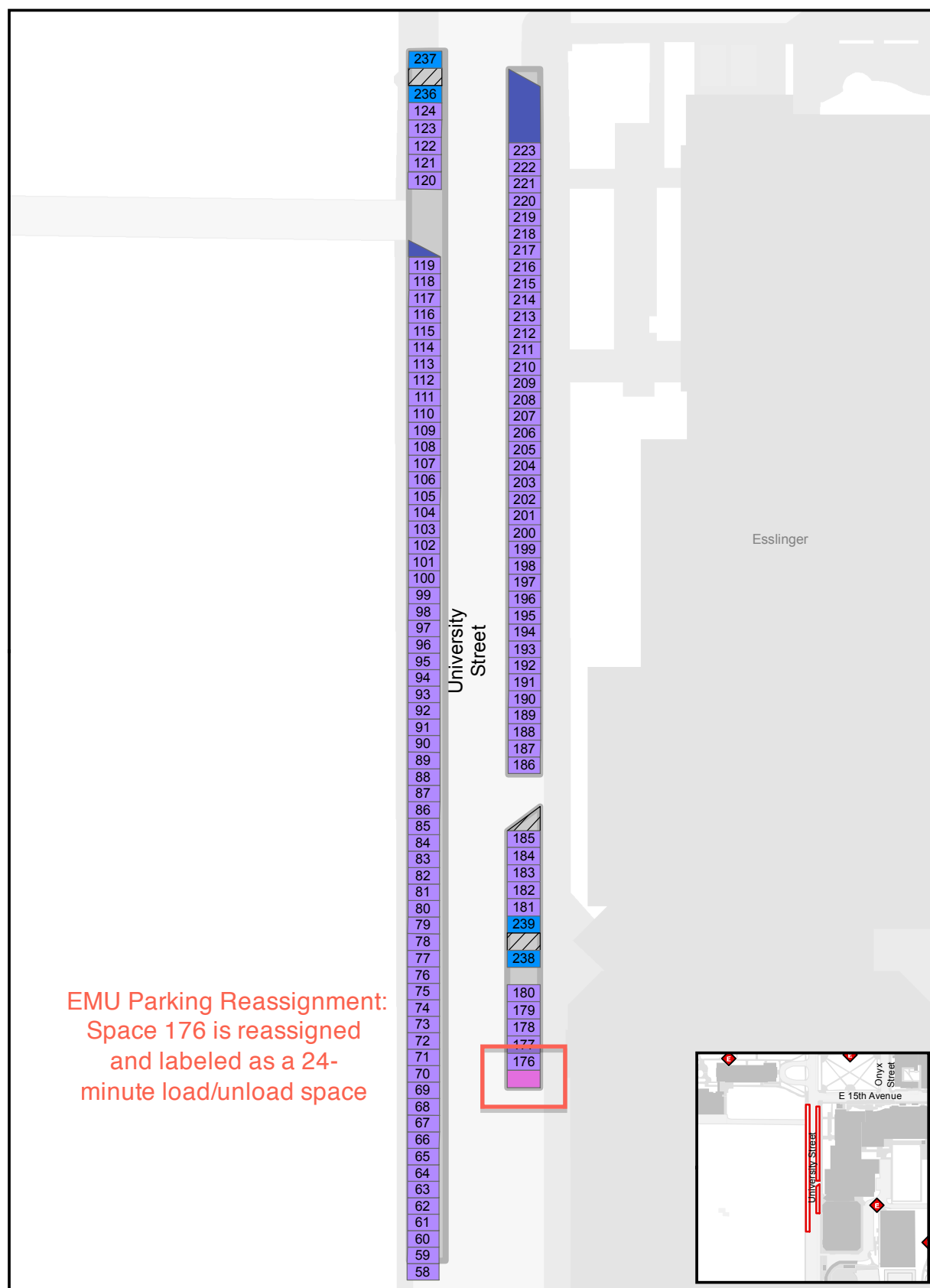
■ Athletics

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## Parking Lot Mid UnivSt: 119 Spaces, Lot Type: Metered



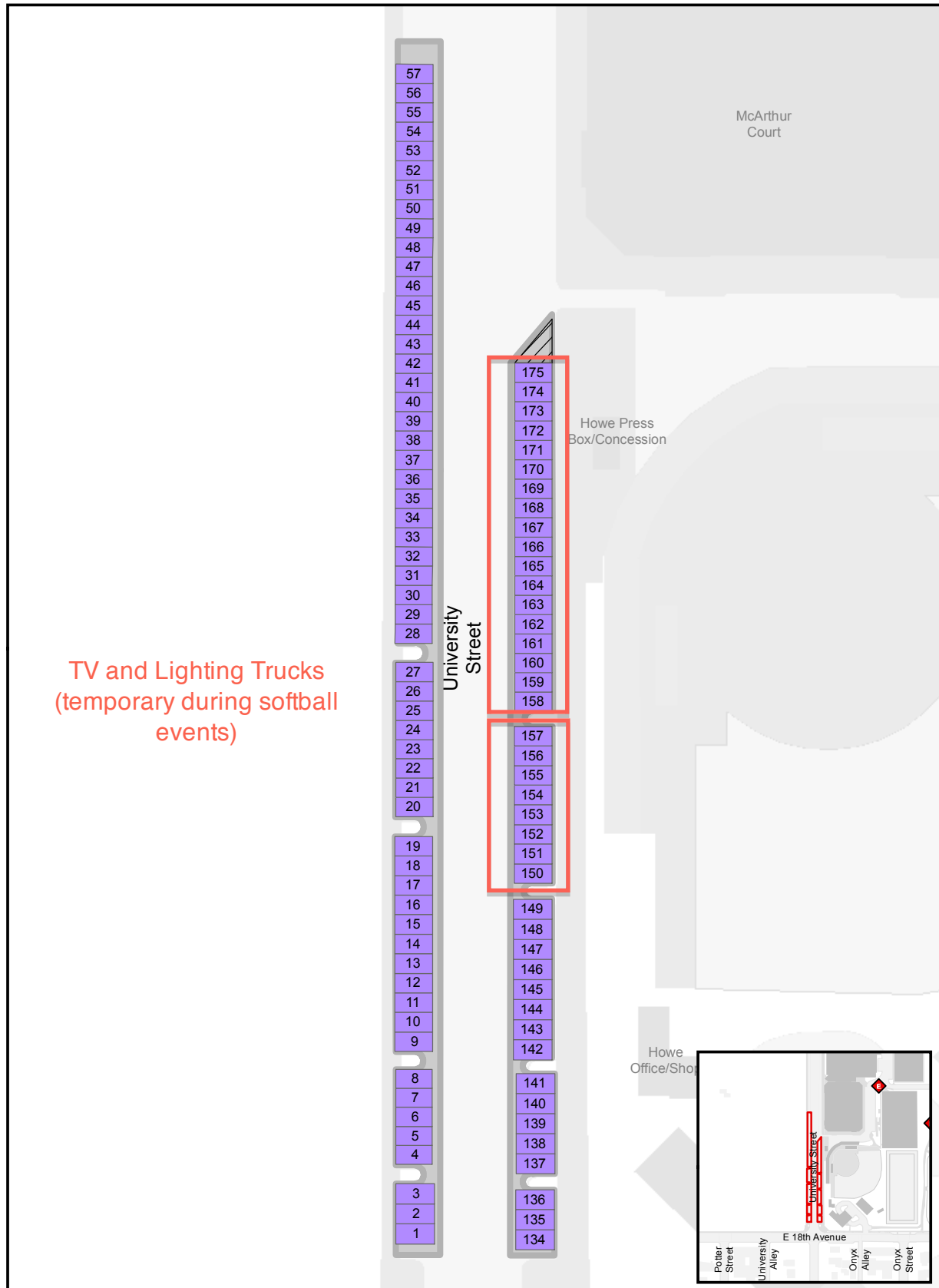
N 0 10 Feet

24min Load/Unload  
30min Meter  
5hr Meter  
Visitor  
Bus Loading  
Motorcycle  
ADA  
Loading Zone  
Carpool  
Electric  
Hybrid  
Green Space  
WeCar  
Unmarked  
Reserved  
Zipcar  
Service  
2 hr  
Compact  
Public Safety  
No Parking

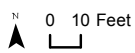
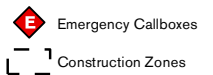
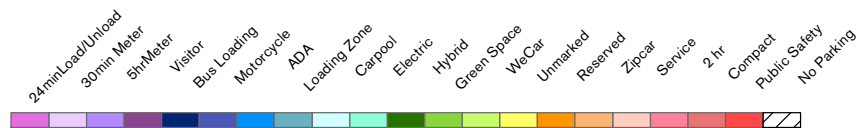
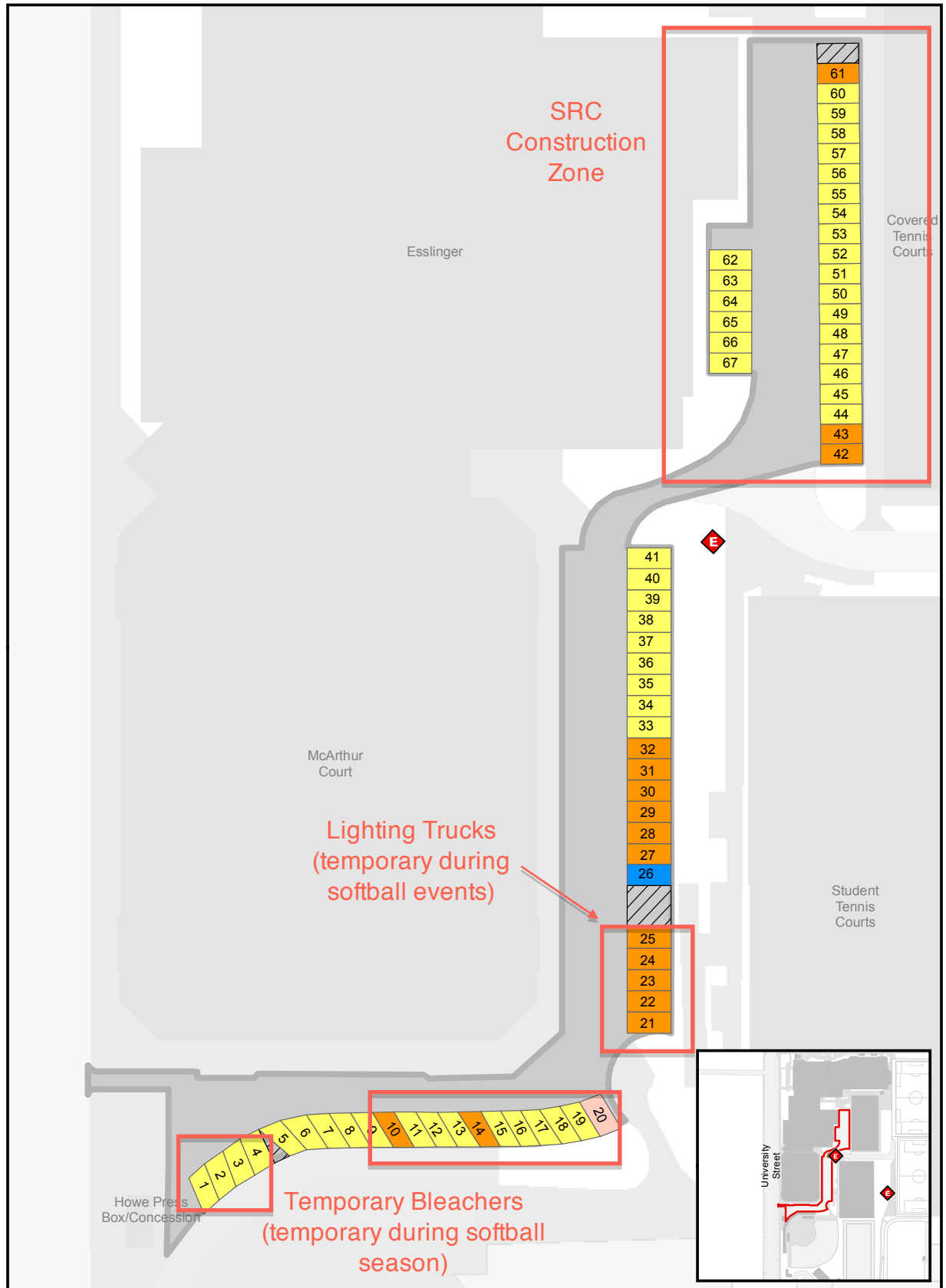
 Emergency Callboxes  
 Construction Zones



# Parking Lot S Univ St: 99 Spaces, Lot Type: Metered/UO Permit



# Parking Lot 30: 67 Spaces, Lot Type: Fac/Staff



# Concourse Floor Plan

- ACC

Accessibility Meeting Room
- ASUO

ASUO Controllers
- CLUB

Club Sports
- FOOD

Food & Info
- SK

Staff Kitchenette
- LO

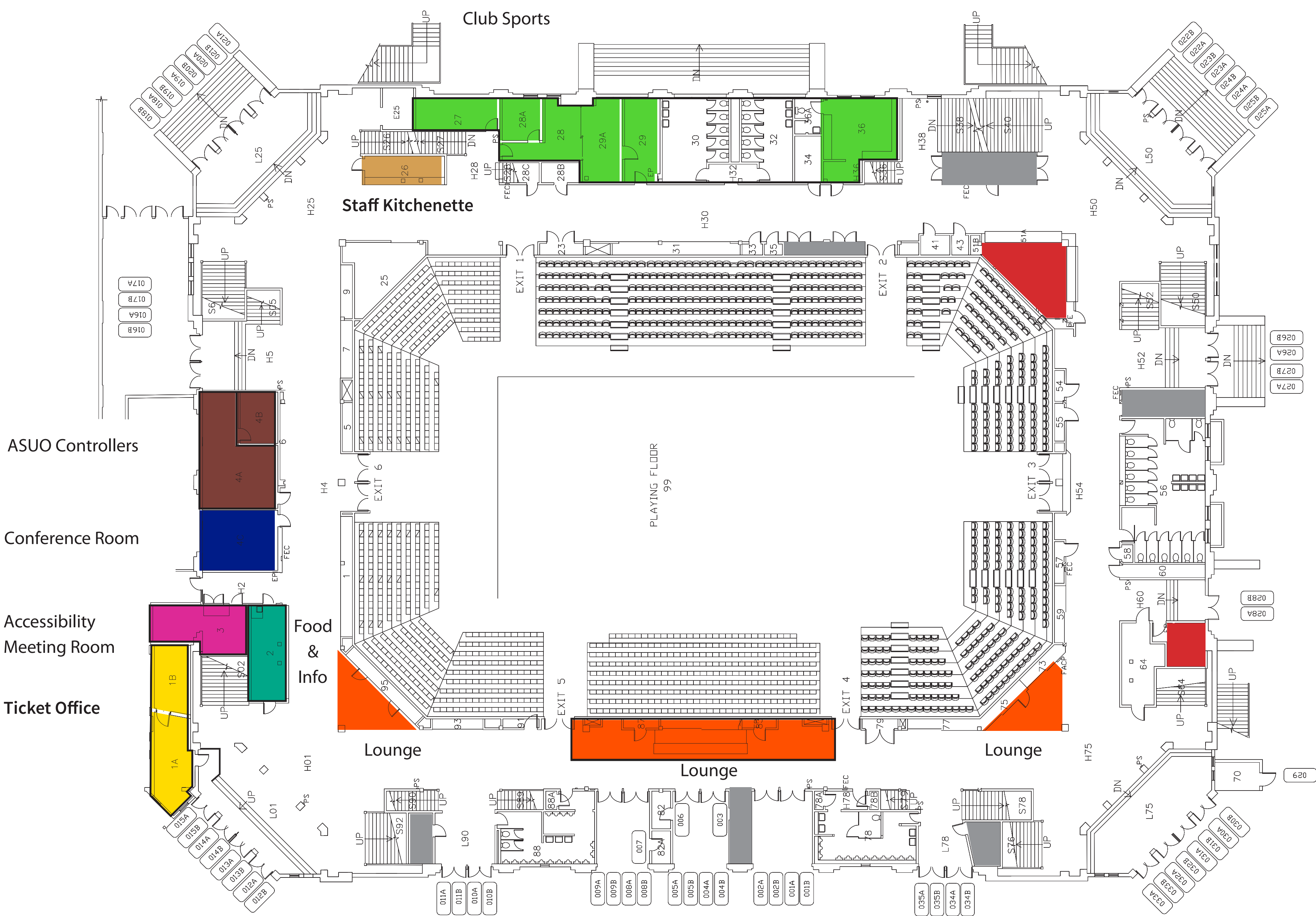
Lounge
- SOFT

Softball - Athletics
- CON

Conference Room
- STOR

Storage
- TCKT

Ticket Office



# Mezzanine Floor Plan

<b>ASUO</b>	ASUO / Childcare Subsidy	<b>NSU</b>	Non-Traditional Student Union
<b>DEM</b>	College Democrats	<b>SARC</b>	Student Activities and Resource Center
<b>COM</b>	Commentator	<b>SCSI</b>	Survival Center / Student Insurgent
<b>CU</b>	Comm University	<b>SC</b>	Sustainability Coalition
<b>CF</b>	Cultural Forum	<b>WC</b>	Women's Center
<b>MED</b>	Meditation Room	<b>VET</b>	Veterans Center
<b>MEN</b>	Men's Center		

