

**University of Alabama System
Board Rule 415 (2/2005)
Board Submittal Checklist Criteria**

*** Board Submittal Checklist No. 1
Capital Project – Stage I Submittal /1
(General Information Package)**

Campus: The University of Alabama
Project Name: Bryce Admissions Building Renovation and Addition
Meeting Date: April 3 – 4, 2014

- * 1. Completed Board Submittal Checklist No.1
- 2. Transmittal Letter to Chancellor from Campus President requesting the project be placed on the agendas for the forthcoming Physical Properties Committee and Board of Trustees (or Executive Committee) meetings
- 3. Proposed Board Resolution requesting approval of Stage I Submittal by UA Board of Trustees
- 4. Campus correspondence/photos providing supporting project information
- 5. Completed Executive Summary – Proposed Capital Project /2
- 6. Completed Supplemental Project Information Worksheet – Exhibit “K”, Board Rule 415
- 7. Campus map(s) showing Project site
- 8. Business Plan

Prepared by: 

Approved by: 

/1 Reference Tab 3F – Board Rule 415 Instructional Guide
/2 Reference Tab 3E – Board Rule 415 Instructional Guide

* Basic documents required for this Board Submittal Package. Include other supporting materials, correspondence, etc., as may be required to fully describe or illustrate project being submitted for approval to Physical Properties Committee and Board of Trustees.

March 5, 2014



Chancellor Robert Witt
The University of Alabama System
401 Queen City Avenue
Tuscaloosa, Alabama 35401

Dear Chancellor Witt:

I am pleased to send to you for consideration by the Board of Trustees at its April 4, 2014, meeting the following resolutions:

- Board Item – Action: Stage II: New Classroom Building
- Board Item – Action: Stage I Submittal: Bryce Admissions Building Renovation and Addition
- Board Item – Action: Stage II and Budget Reallocation Submittal: Houser Hall Renovation

Please contact us if you have questions or need additional information.

Sincerely,



Judy Bonner
President

JB/dj

Enclosures



RESOLUTION

BRYCE ADMISSIONS BUILDING RENOVATION AND ADDITION

WHEREAS, in accordance with Board Rule 415, The University of Alabama (“University”) is requesting a Stage I submittal for the Bryce Admissions Building Renovation and Addition project (“Project”) located on the Peter Bryce campus at a projected cost of \$20,000,000; and

WHEREAS, the Project location and program have been reviewed and are consistent with the University Campus Master Plan, University Design Standards, and the principles contained therein; and

WHEREAS, the Project will be funded by Future Revenue Bonds in the amount of \$20,000,000; and

WHEREAS, the preliminary budget for the Project is as stipulated:

BUDGET	PRELIMINARY
Construction – Demolition and Abatement	\$ 450,000
Construction – Building Addition and Renovation	\$ 13,100,000
Construction – Roof Placement	\$ 980,000
Landscaping	\$ 300,000
Furniture, Fixtures, and Equipment	\$ 1,200,000
Security/Access Control	\$ 158,581
Telecommunication/Data	\$ 750,000
Contingency* (9%)	\$ 1,334,700
UA Project Management Fee** (2%)	\$ 323,294
Architect/Engineer Fees*** (5.8%)	\$ 1,153,425
Expenses (Geotech, Construction Materials Testing)	\$ 125,000
Other Fees and Services (Survey, Inspections, Advertise)	\$ 125,000
TOTAL PROJECT COST	\$ 20,000,000

*Contingency is based on 9% (a blended rate of 10% on the renovation and 5% on the addition) of the total cost of construction and landscaping.

**UA Project Management fee is based on 2% of the total cost of construction, landscaping, and contingency.

***Architect/Engineer Fee is based on 5.8% of the total cost of construction times 1.25 for renovation plus \$100,000 for theatre consultation if required.

WHEREAS, officials at The University of Alabama have determined that the Board will incur certain costs in connection with the acquisition, construction, and installation of the Project prior to the issuance of the Bonds, and the Board intends to allocate a portion of the proceeds of the Bonds to reimburse the Board for certain of the costs incurred in connection with the acquisition, construction, and installation of the Project paid prior to the issuance of the Bonds;


NOW, THEREFORE, BE IT RESOLVED by The Board of Trustees of The University of Alabama that:

1. The Stage I submittal package for the Project is hereby approved.
2. The University of Alabama does hereby declare that it intends to allocate a portion of the proceeds of the Bonds to reimburse the Board for expenses incurred after the date that is no more than sixty days prior to the date of the adoption of this resolution, but prior to the issuance of the Bonds in connection with the acquisition, construction, and installment of the Project. This portion of this resolution is being adopted pursuant to the requirements of Treasury Regulations Section 1.150-2(e).
3. The preliminary budget is established as stipulated above.

March 6, 2014

THE UNIVERSITY OF
ALABAMA
FINANCIAL AFFAIRS

MEMORANDUM

TO: Judy Bonner
FROM: Lynda Gilbert 
RE: Board Item – Action: Stage I Submittal: Bryce Admissions Building Renovation and Addition

Pursuant to Board Rule 415, The University of Alabama (“University”) is requesting approval for a Stage I submittal for the Bryce Admissions Building Renovation and Addition project (“Project”) located on the Peter Bryce campus at a projected cost of \$20,000,000, which will be funded by the University from Future Revenue Bonds.

This proposed Project will allow the Department of Theatre and Dance to consolidate rehearsal studios, costume studio, departmental and faculty offices, graduate student space, classrooms, design studios, and seminar space into one facility. Vacated space in Rowand-Johnson Hall by Theatre and Dance will be converted to allow for the addition of needed facilities in the center of campus for instruction in core curriculum courses.

The proposed Project includes renovating approximately 50% of the 123,153 gross square foot building, addressing deferred maintenance issues in the other 50% of the facility, and providing an approximately 26,286 square feet addition to the building. The addition is required to provide adequate ceiling heights for rehearsal studios that cannot be provided without significant structural modifications in the existing building. The building envelope of the entire building will be addressed including replacing the roof.

Additionally, the proposed renovation portion of the Project will provide an additional approximately 61,576 gross square feet of space, which will be suitable for a variety of programs and functions as the University continues to grow and incorporate the Peter Bryce campus into the greater University campus.



Bryce Admissions Building Renovation and Addition
March 6, 2014
Page 2

This Project location and program have been reviewed and are consistent with the Campus Master Plan, University Design Standards, and the principles contained therein. I have attached an Executive Summary, Project Summary, Location Map, Attachment K, and Resolution for your review. Subject to your approval, I recommend this item be forwarded to the Chancellor for inclusion as an Action Item on the agenda of the Physical Properties Committee at the Board of Trustees' meeting scheduled for April 3 – 4, 2014.

LG/Ccb

Attachments

pc w/atcmts: Michael Rodgers
Michael Lanier
Tim Leopard
Ben Henson

ATTACHMENT NO. 1

Project: Bryce Admissions Building Renovation and Addition
BOT Submittal – Stage I
Meeting Date: April 3 – 4, 2014

Project Summary

BRYCE ADMISSIONS BUILDING RENOVATION AND ADDITION

The Bryce Admissions Building Renovation and Addition project (“Project”) located on the Peter Bryce campus will allow the Department of Theatre and Dance to consolidate rehearsal studios, costume studio, departmental and faculty offices, graduate student space, classrooms, design studios, and seminar space into one facility.

The proposed Project includes renovating approximately 50% of the 123,153 gross square foot building, addressing deferred maintenance issues in the other 50% of the facility, and providing an approximately 26,286 square feet addition to the building. The addition is required to provide adequate ceiling heights for rehearsal studios that cannot be provided without significant structural modifications in the existing building. The building envelope for the entire building will be addressed including replacing the roof.

Additionally, the proposed renovation portion of the Project will provide an additional approximately 61,576 gross square feet of space, which will be suitable for a variety of programs and functions as the University continues to grow and incorporate the Peter Bryce campus into the greater University campus.

**EXECUTIVE SUMMARY
PROPOSED CAPITAL PROJECT**

BOARD OF TRUSTEES SUBMITTAL

Meeting Date: April 3 - 4, 2014

CAMPUS: The University of Alabama, Tuscaloosa, Alabama
PROJECT NAME: Bryce Admissions Building Renovation and Addition
PROJECT LOCATION: Peter Bryce campus
ARCHITECT: To be determined

THIS SUBMITTAL:	PREVIOUS APPROVALS:
<input checked="" type="checkbox"/> Stage I	_____
<input type="checkbox"/> Stage II	_____
<input type="checkbox"/> Stage III	_____
<input type="checkbox"/> Stage IV	_____

PROJECT TYPE	SPACE CATEGORIES	PERCENTAGE	GSF
<input checked="" type="checkbox"/> Building Renovations	<input checked="" type="checkbox"/> Instructional	41%	61,576
<input checked="" type="checkbox"/> Building Addition	<input checked="" type="checkbox"/> Instructional	18%	26,286
<input checked="" type="checkbox"/> Deferred Maintenance	<input checked="" type="checkbox"/> Instructional	41%	61,577
<input type="checkbox"/> Campus Infrastructure	<input type="checkbox"/> Patient Care		
<input type="checkbox"/> Equipment	<input type="checkbox"/> Support		
<input type="checkbox"/> Other	<input type="checkbox"/> Intercollegiate Athletics		
TOTAL		100%	149,439

BUDGET	Percentage	Preliminary
Construction – Demolition and Abatement		\$ 450,000
Construction – Building Addition and Renovation		\$ 13,100,000
Construction – Roof Placement		\$ 980,000
Landscaping		\$ 300,000
Furniture, Fixtures, and Equipment		\$ 1,200,000
Security/Access Control		\$ 158,581
Telecommunication/Data		\$ 750,000
Contingency*	9%	\$ 1,334,700
UA Project Management Fee**	2%	\$ 323,294
Architect/Engineer Fees***	5.8%	\$ 1,153,425
Expenses (Geotech, Construction Materials Testing)		\$ 125,000
Other Fees and Services (Survey, Inspections, Advertise)		\$ 125,000
TOTAL PROJECT COST		\$ 20,000,000

*Contingency is based on 9% (a blended rate of 10% on the renovation and 5% on the addition) of the total cost of construction and landscaping.

**UA Project Management fee is based on 2% of the total cost of construction, landscaping and contingency.

***Architect/Engineer Fee is based on 5.8% of the total cost of construction times 1.25 for renovation plus \$100,000 for theatre consultation if required.

ESTIMATED ANNUAL OPERATING AND MAINTENANCE (O&M) COSTS:		
(Utilities, Housekeeping, Maintenance, Insurance, Other)		
	149,439sf X ~\$3.75	\$ 560,913.31
TOTAL ESTIMATED ANNUAL O&M COSTS:		\$ 560,913.31

FUNDING SOURCE:		
Capital Outlay:		
	Future Revenue Bonds	\$ 20,000,000
O&M Costs:		\$ 560,913.31

NEW EQUIPMENT REQUIRED:	N/A
--------------------------------	-----

RELATIONSHIP & ENHANCEMENT OF CAMPUS PROGRAMS:

Over the past ten years, undergraduate student enrollment in the Department of Theatre and Dance increased from 135 to 299 students or 121% without the addition of any facilities. This proposed Project will allow Theatre and Dance to consolidate rehearsal studios, costume studio, departmental and faculty offices, graduate student space, classrooms, design studios, and seminar space into one facility. Further, the planned location in the Bryce Admissions Building will provide synergy for the proposed Performing Arts Center in the future.

Supplemental Project Information Worksheet
Attachment K to Board Rule 415

FY: 2013-2014

Project Name/Category: Bryce Admissions Building Renovation and Addition
 Peter Bryce campus

Campus: The University of Alabama

1. Will this Project increase the current space inventory on campus or replace existing space?

<input checked="" type="checkbox"/> increase space inventory	1.12	% increase	149,439	GSF
<input type="checkbox"/> replace space inventory	_____	% replacement	_____	GSF
<input type="checkbox"/> renovation of existing space only			_____	GSF

2. If this Project will replace existing space inventory, how will vacated space be utilized or assigned after this Project is completed?

Comments:

Vacated space in Rowand-Johnson Hall will be converted to academic space, which will allow for the addition of needed facilities in the center of campus for instruction in core curriculum courses.

Demolition of the Dance Studio on Bryant Drive will free land for alternate uses.

3. Provide information on classification of new space provided by this Project and latest utilization data on similar type spaces on campus.

Proposed New Space/Facilities				Utilization Data FY:2013 /1
Classification	Number (Units)	Capacity (Persons)	Area (GSF)	% of available scheduled hrs /2
1. Instruction:				
a. Seminar Rooms /3	10	8	4,428	90%
b. Class Rooms /4	6	172	6,012	90%
c. Lecture /5				
d. Laboratories (Dance Education)	6	140	26,286	80%
2. Office/Support:				
a. Faculty	26	26	8,145	100%
b. Administration	13	56	5,292	100%
c. Research				
d. Other	7	7	2,448	100%
3. Campus Recreation				
4. Intercollegiate Athletics				
5. Libraries				
6. Residence Halls				
7. Performing/Arts	15	140	10,960	90%
8. Special Labs /6	20		24,116	100%
9. Research Laboratories				
10. Other (TBD)			61,752	

Comments:

Classroom utilization data is based on 2013 Rowand-Johnson Hall classroom data.

The University of Alabama is evaluating the utilization of the 61,752 square feet. Specific space classification for this square footage will be determined upon completion of programming.

/1 Latest Fiscal Year Data Available

/2 Utilization Factor based on Scheduled Operating Hours on Campus

/3 10-20 person capacity

/4 20-125 person capacity

/5 125 person capacity and above

/6 Sculpture, art, broadcast studios and seminar areas

4. How will this Project enhance existing/new programs and undergraduate/graduate enrollments?

Estimated new Funds from Tuition/Programs \$ N/A Yr.

Comments:

The Bryce Admissions Building Renovation and Addition project (“Project”) will allow The University of Alabama (“University”) to realize three major benefits to the student experience on campus. First, by relocating Theatre and Dance components from Rowand-Johnson Hall, the Project will allow for the addition of needed facilities in the center of campus for instruction in core curriculum courses. Demolition of the Dance Studio on Bryant Drive will also free land for alternate uses.

Second, from Fall 2004 to Fall 2013, undergraduate student enrollment in the Department of Theatre and Dance increased from 135 to 299 students or 121% without the addition of any facilities. The Dance program has become a nationally recognized program through its affiliation with American Ballet Theater. This proposed Project will allow Theatre and Dance to consolidate rehearsal studios, costume studio, departmental and faculty offices, graduate student space, classrooms, design studios, and seminar space into one facility. Currently, they are located in eight areas both on and off campus. Further, the planned location in the Bryce Admissions Building will provide synergies for the proposed Performing Arts Center in the future.

The third major enhancement that the University will realize is that the proposed renovation portion encompassed in the Project will provide an additional approximately 61,576 gross square feet of space, which will be suitable for a variety of programs and functions as the University continues to grow and incorporate the Peter Bryce campus into the greater University campus.

5. Source(s) of funding for Total Project Development Costs.

Source(s)	New Funds (FY2013-2014)	Reserves	Status ^{/7}
Tuition			
Student Fees			
Investment Income			
Auxiliary Income <ul style="list-style-type: none"> • External • Internal 			
Education Sales/Services <ul style="list-style-type: none"> • External • Internal 			
Direct Grants			
Gifts			
Bonds- Future Revenue	\$20,000,000		Pending
Existing Net Assets			
Other- Crimson Tide Foundation			
Totals	\$20,000,000		Pending

^{/7} Approved, allocated, pending

Comments:

6. Estimate of operations and maintenance (O&M) costs for the initial occupancy year and projections for succeeding five (5) year period.

Operations and Maintenance (O&M) Annual Costs Projections			
Expense	FY 2013- 2014 Base Data /8	First Full /YR Occupancy FY 2015	Successive Five (5) Year Projections 2016-2020 /9
Maintenance	\$ 76,213.89	\$ 80,024.58	\$ 464,295.66
Elevator Service	\$ 6,000.00	\$ 6,300.00	\$ 36,552.05
Building Repairs	\$ 25,404.63	\$ 26,674.86	\$ 154,765.22
Building Services	\$182,736.00	\$191,872.80	\$1,113,229.26
Electric, Natural Gas, Steam	\$207,221.00	\$217,582.05	\$1,262,392.08
Chilled Water			
Water and Sewer	\$ 11,223.00	\$ 11,784.15	\$ 68,370.61
Insurance	\$ 13,449.51	\$ 14,121.99	\$ 81,934.53
Safety Support	\$ 8,966.34	\$ 9,414.66	\$ 54,623.03
Operations Staff Support Funding	\$ 2,988.78	\$ 3,138.22	\$ 18,207.67
Other			
Totals	\$534,203.15	\$560,913.31	\$3,254,370.11

/8 Latest Fiscal Year Data used as Base Year for Projections

/9 Combined Costs for next Five (5) Years of Occupancy

Comments:

7. Source of funds for projected ongoing operations and maintenance (O&M) costs for this project.

Source(s)	Occupancy Yr ^{/9} (FY 2015-2016)	Future Years ^{/10} (2016-2020)	Status ^{/7}
Tuition	\$330,938.85	\$1,920,078.36	Pending
Student Fees			
Investment Income			
Auxiliary Income <ul style="list-style-type: none"> • External • Internal 			
Educational Sales & Services <ul style="list-style-type: none"> • External • Internal 	\$ 5,609.13	\$ 32,543.70	Pending
Direct Grant(s)			
Reallocated Funds ^{/11}			
Gifts	\$ 50,482.20	\$ 292,893.32	Pending
Other – State Appropriations	\$173,883.13	\$1,008,854.73	Pending
Total/YR	\$560,913.31	\$3,254,370.11	Pending

^{/9} Initial Full Yr of Occupancy

^{/10} Next Five (5) Yrs Occupancy

^{/11} Funds Reallocated from other sources

^{/7} Approved, allocated, pending

Comments:

8. Development expenditures for this Project being used to reduce the current deferred maintenance/facilities renewal liabilities for the Campus?

\$ 8,100,000 40.5 % of Total Development Costs

Comments:

9. What other development alternatives were considered in the planning process for this Project? /13

Comments:

Upon evaluation of the current conditions of the Bryce Admissions Building, the University determined that, considering the existing structure and general condition of the building, it is more cost effective to renovate the building rather than demolish it and build new space.

Additionally, the Searcy Building located on the Bryce Campus was considered to re-locate the department, but the floor to floor heights in this building were not conducive to the program. The Bryce Main Building was also considered, but the program elements could not be made to fit efficiently within the building's existing structure.

/13 Renovation vs. new construction, adaptive reuse of underutilized buildings, etc.

10. What would be the immediate impact on campus programs and enrollment if this project is not approved?

Comments:

If this Project is not approved, the ability of the programs in the Department of Theatre and Dance to grow will ultimately be limited, and the quality of the student experience could diminish. The Department of Theatre and Dance will continue to be strained by growing enrollment and the distribution of current facilities across campus. The accrediting body has previously expressed concerns relative to the appropriateness of facilities. This Project will eliminate those concerns.

LOCATION MAP

Bryce Admissions Building Renovation and Addition



