

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

COPY

*** Board Submittal Checklist No. 3**
Capital Project – Stage III and Revised Scope and Budget Submittals /1
(Architectural Design and Scope and Budget Revision)

Campus: The University of Alabama
Project Name: H. M. Comer Renovation
Meeting Date: September 22 – 23, 2016

- ☒ 1. Completed Board Submittal Checklist No.3
- ☒ 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 Resolution requesting approval of the Project Design by the Board of Trustees (Architectural Design and authority to proceed with final construction documents)
- ☒ 4. Campus correspondence/photographs providing supplemental project information
- ☒ 5. Executive Summary of Proposed Capital Project /2
- ☒ 6. Project Summary (Brief description of project and materials of construction)
- ☒ 7. Project Planning Report /2
- ☒ 8. Architectural rendering of project (Final design prior to the initiation of construction documents on the project)
- ☒ 9. Campus map(s) showing location of project site

Prepared by:

Barbara Jones

Approved by:

Tim Leopold

/1 Reference Tab 3H - 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.




Division of
Financial Affairs

MEMO

August 10, 2016

To: Stuart R. Bell

From: Lynda Gilbert 

Subject: Board Item – Action: Stage III and Revised Scope and Budget Submittals:
H. M. Comer Renovation

Pursuant to Board Rule 415, on February 5, 2016, The Board of Trustees of The University of Alabama (“Board”) approved the top ranked architectural firms and authorized officials of The University of Alabama (“University”) to proceed with negotiations for the H. M. Comer Renovation project (“Project”). Upon completion of negotiations with KPS Group, Inc., Birmingham, Alabama, the University has established a design fee of 7% of construction and renovation plus \$5,000 for programming confirmation services less a \$10,000 credit for interior design services and a \$2,500 credit for landscape design services.

Upon completion of schematic design for this Project, it was determined that there was an opportunity to add approximately 4,652 gross square feet. The opportunity to add additional space in the core of campus without impacting land use or physical appearance is unique, especially when considering the economy of including it in the current Project. The additional square feet will be added to the lobby areas and the second and third floors (see attachments) and will facilitate the College of Engineering in meeting its strategic goals. The College envisions the remodeled H. M. Comer Hall to be the “portal” into the College, where all visitors – including prospective students, alumni, research sponsors, benefactors, and faculty candidates – will come to engage the college.

Accordingly, the University is requesting approval for a revised budget from \$22,600,000 to \$24,600,000 to reflect the negotiated architect fees and the revised scope.

Additionally, pursuant to Board Rule 415, the University has received renderings for the Project and is requesting the Board to consider approval of the Stage III submittal based on the renderings presented.

The Project will be funded from 2017 Future General Revenue Bonds in the amount of \$22,600,000 and University funds in the amount of \$2,000,000.

The Project location, program, and exterior design have been reviewed and are consistent with the Campus Master Plan, University Design Standards, and the principles contained therein. I have attached a Resolution, Executive Summary, Project Summary, Project Planning Report, Renderings, and Location Map 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 September 22–23, 2016.

LG/ccj

Attachments

pc w/atchmts: Michael Rodgers
 Michael Lanier
 Tim Leopard
 Ben Henson
 Ed Whatley

RESOLUTION

H. M. COMER RENOVATION

WHEREAS, Board Rule 415 provides that the inclusion of projects in the Annual Capital Development Plan shall constitute a Stage I submittal to The Board of Trustees of The University of Alabama ("Board") for review and approval; and

WHEREAS, on September 18, 2015, the Board approved The University of Alabama's ("University") 2015-2016 Annual Capital Development Plan in which the H. M. Comer Renovation project ("Project") was included; and

WHEREAS, in accordance with Board Rule 415, on February 5, 2016, the Board approved the top ranked architectural firms and authorized officials of the University to proceed with negotiations; and

WHEREAS, upon completion of negotiations with the top ranked firm of KPS Group, Inc., Birmingham, Alabama, the University has established a design fee of 7% of construction and renovation plus \$5,000 for programming confirmation services less a \$10,000 credit for interior design services less a \$2,500 credit for landscape design services; and

WHEREAS, upon the completion of schematic design the opportunity to add approximately 4,652 gross square feet of space to the Project was realized; and

WHEREAS, the University is requesting approval for a scope and budget revision from \$22,600,000 to \$24,600,000 to reflect the negotiated architect fee and scope revision; and

WHEREAS, responsible officials at the University have received renderings for the Stage III submittal and are recommending approval of said design; and

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

WHEREAS, this Project will be funded by 2017 Future General Revenue Bonds in the amount of \$22,600,000 and University funds in the amount of \$2,000,000; and

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

BUDGET:	REVISED
Construction and Renovation	\$ 18,139,081
Landscaping	\$ 135,000
Utilities and infrastructure	\$ 250,000
Furniture, Fixtures, and Equipment	\$ 1,650,000
Security/Access Control	\$ 429,484
Audio/Visual	\$ 391,927
Telecommunication/Data	\$ 487,934
Contingency* (5%)	\$ 913,704
UA Project Management Fee** (3%)	\$ 575,634
Architect/Engineer Fee – Programming	\$ 75,000
Architect/Engineer Fee*** (7%)	\$ 1,262,236
Expenses (Geotech, Construction Materials Testing and special inspections)	\$ 190,000
Other Fees and Services (surveys, testing)	\$ 100,000
TOTAL PROJECT COST	\$ 24,600,000

*Contingency is based on 5% of construction, renovation and landscaping.

**UA Project Management fee is based on 3% of construction, renovation, landscaping, and contingency.

***Architect/Engineer fee is based on 7% of construction and renovation plus \$5,000 for programming confirmation services less a \$10,000 credit for interior design services less a \$2,500 credit for landscape design services.

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 allocation a portion of the proceeds of the Bonds to reimburse the board for certain 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 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)

BE IT FURTHER RESOLVED that:

2. The Stage III submittal for the Project is hereby approved.
3. The revised scope and budget for the Project as stipulated above is hereby approved.

ATTACHMENT NO. 1

Project: H. M. Comer Renovation

BOT Submittal – Stage III and

Revised Scope and Budget

Meeting Date: September 22 – 23, 2016

Project Summary

H. M. COMER RENOVATION

The H.M. Comer Renovation project (“Project”) will include a complete interior and exterior renovation to transform H.M. Comer Hall into the new “front door” to the College of Engineering (COE). The Project will repurpose the building into the administrative and student services heart of the COE and serve as a gateway to the college for students, visitors, alumni and faculty/staff.

The primary goals for the H.M. Comer Renovation Project are as follows:

- House COE Administrative functions including the Dean’s office and administrative support functions and centralize COE Department Heads and Student Services;
- Create a welcoming and inviting environment for prospective students and visitors;
- Establish a “one stop shop” for student services;
- Produce an open office environment to encourage interaction and collaboration among COE administrative groups over time and provide flexibility as departments evolve;
- Modernize exterior and internal facilities and services to comply with campus design standards and Shelby Quad context;
- Design a bold entrance identity for the College of Engineering and the Shelby Complex. Design of the new exterior building envelope is to be complementary with and visually part of the adjacent NERC complex.

In addition to the COE Department head offices, administrative support services, and the Dean’s offices, the Project features a student and visitor welcoming center, COE student services center, renovation of an existing large lecture hall, and notably, the addition of a Center for Unique Business Enterprises, i.e. CUBE, which is a laboratory incubator space to house and showcase the latest technology for the COE. The current academic functions (except the large lecture hall) located in H.M. Comer Hall will be relocated to other buildings within the Science and Engineering Complex.

The office layouts are to be configured to support sharing of support services, future growth and/or reconfiguration in response to changes for the COE departmental organization over times. An open office landscape environment will be used to foster departmental collaboration, sharing of staff support services, and to allow maximum flexibility for the department. The bold entrance design for the COE and complex will be achieved with a new entry extension and classical façade at the west main entry, featuring an open atrium at the central building lobby. The atrium will serve as a circulation space, gallery, provide vertical visual connection and will include a

centralized monumental stair to provide access to student services located at the upper floors.

In transforming the interior of the building, the interior scope will include a complete demolition of the building back to the concrete structural frame, with new interior build-back including new mechanical, electrical and plumbing systems, life safety systems, elevator, technology systems and update to comply with current code standards. Also included will be a wayfinding and graphics emphasis for marketing and touring purposes for the greater complex.

H.M. Comer Hall is located at the west portal to the Quad and is an important gateway given its prominent location at the intersection of 7th Avenue and Campus Drive. Integral to the design will be exterior architecture to reflect the architectural context of the Shelby Quad and current UA campus design standards. The exterior of the building will include major envelope improvements, including but not limited to: new roof, window replacement, brick and stone veneer and a general update of the aesthetic appearance of the building.

Also, the additional 2,200 gross square feet of space on the second floor and 2,452 on the third floor will allow the College to achieve the following:

- On the second floor, two faculty office suites can be included in an area adjacent to the Academic Advising Center. The two suites of faculty offices are envisioned to house faculty who may either (1) have increased levels of interactions with academic advisors, such as undergraduate program coordinators and faculty engaged in engineering education research, or (2) have research interests associated with and supported by laboratories within NERC, which is directly adjacent and accessible from this area of H.M. Comer, or laboratories to be located within renovated H.M. Comer on the first floor, specifically the area designated for “The Cube.”
- On the third floor, the added space allows the College to create a common or shared departmental office suite housing all of the College’s department administrative offices. The envisioned departmental office suite will be on the same floor as the office of the dean, creating an “administrative leadership hub” for the College. It also supports interdisciplinary interactions within the College and affords the College flexibility in the future as opportunities may dictate.

THE UNIVERSITY OF ALABAMA SYSTEM
PROJECT PLANNING REPORT
DATE: September 22 - 23, 2016

INITIAL REPORT
☒ INTERIM REPORT
☐ FINAL REPORT
2 REPORT NO.

TO: OFFICE OF THE CHANCELLOR
BOARD OF TRUSTEES OF THE UNIVERSITY OF ALABAMA

FROM: OFFICE OF THE PRESIDENT
THE UNIVERSITY OF ALABAMA

1. PROJECT: H. M. Comer Renovation
2. LOCATION: 504 University Boulevard
3. ARCHITECT/ENGINEER: KPS Group, Inc., Birmingham, Alabama

4. PROJECT STATUS:

A. SCHEMATIC DESIGN	DATE INITIATED	Feb-16
	% COMPLETE	100%
	* DATE COMPLETED	May-16
B. PRELIMINARY DESIGN:	DATE INITIATED	Jun-16
	% COMPLETE	100%
	* DATE COMPLETED	Aug-16
C. CONSTRUCTION DOCUMENTS:	DATE INITIATED	Sep-16
	% COMPLETE	10%
	* DATE COMPLETED	Jan-17
D. SCHEDULED BID DATE:		Mar-17

5. CURRENT PROJECT BUDGET:	CURRENT	REVISED
A. CONSTRUCTION AND RENOVATION	\$ 16,639,081	\$ 18,139,081
C. LANDSCAPING	\$ 125,000	\$ 135,000
D. UTILITIES AND INFRASTRUCTURE	\$ 250,000	\$ 250,000
E. FURNITURE, FIXTURES, AND EQUIPMENT	\$ 1,500,000	\$ 1,650,000
F. SECURITY/ACCESS CONTROL	\$ 377,454	\$ 429,484
G. AUDIO/VISUAL	\$ 346,925	\$ 391,927
H. TELECOMMUNICATION/DATA	\$ 433,934	\$ 487,934
I. CONTINGENCY* (5%)	\$ 838,204	\$ 913,704
J. UA PROJECT MANAGEMENT FEE** (3%)	\$ 528,069	\$ 575,634
K. ARCHITECT/ENGINEER FEE - PROGRAMMING	\$ 75,000	\$ 75,000
L. ARCHITECT/ENGINEER FEE*** (7.25% / 7%)	\$ 1,206,333	\$ 1,262,236
M. EXPENSES (GEOTECH, CONSTRUCTION TESTING MATERIALS, SPECIAL	\$ 180,000	\$ 190,000
N. OTHER FEES AND SERVICES (TESTING, ADVERTISING, PRINTING)	\$ 100,000	\$ 100,000
O. TOTAL PROJECT COST	\$ 22,600,000	\$ 24,600,000

*Contingency is based on 5% of construction, renovation and landscaping.

**UA Project management fee is based on 3% of construction, renovation, landscaping, and contingency.

***Architect/Engineer fee is based on 7% of construction and renovation plus \$5,000 for programming confirmation services less a \$10,000 credit for interior design services less a \$2,500 credit for landscape design services.

6. FUNDING/RESOURCES: 2017 Future General Revenue bonds - \$22,600,000
University funds - \$2,000,000

7. REMARKS

* FINAL AGENCY APPROVAL

SUBMITTED BY:

Tim Leopand

EXECUTIVE SUMMARY PROPOSED CAPITAL PROJECT

BOARD OF TRUSTEES SUBMITTAL

Meeting Date: September 22 - 23, 2016

CAMPUS: The University of Alabama, Tuscaloosa, Alabama

PROJECT NAME: H. M. Comer Renovation

PROJECT LOCATION: 504 University Boulevard

ARCHITECT: KPS Group, Birmingham, AL

THIS SUBMITTAL:

- ☐ Stage I
- ☐ Stage II
- ☒ Stage III
- ☒ Revised Scope and Budget
- ☐ Stage IV

PREVIOUS APPROVALS:

2015-2016 Annual Capital Development Plan

February 5, 2016

PROJECT TYPE	SPACE CATEGORIES	PERCENTAGE	GSF
<input checked="" type="checkbox"/> Building Renovation	<input checked="" type="checkbox"/> Research (CUBE)	12%	8,067
<input type="checkbox"/> New Construction	<input checked="" type="checkbox"/> Instructional	7%	4,891
<input type="checkbox"/> Campus Infrastructure	<input checked="" type="checkbox"/> Administrative and Services	37%	25,834
<input type="checkbox"/> Equipment	<input checked="" type="checkbox"/> Support and circulation	44%	32,657
<input type="checkbox"/> Other	<input checked="" type="checkbox"/> Mezzanines to be removed	0%	(1,241)
TOTAL		100%	70,208

BUDGET	Percentage	Current	Revised
Construction and Renovation		\$ 16,639,081	\$ 18,139,081
Landscaping		\$ 125,000	\$ 135,000
Utilities and Infrastructure		\$ 250,000	\$ 250,000
Furniture, Fixtures, and Equipment		\$ 1,500,000	\$ 1,650,000
Security/Access Control		\$ 377,454	\$ 429,484
Audio/Visual		\$ 346,925	\$ 391,927
Telecommunication/Data		\$ 433,934	\$ 487,934
Contingency*	5%	\$ 838,204	\$ 913,704
UA Project Management Fee**	3%	\$ 528,069	\$ 575,634
Architect/Engineer Fee – Programming		\$ 75,000	\$ 75,000
Architect/Engineer Fee***	7%	\$ 1,206,333	\$ 1,262,236
Expenses (Geotech, Construction Materials Testing, Special Inspections)		\$ 180,000	\$ 190,000
Other Fees and Services (surveys, testing)		\$ 100,000	\$ 100,000
TOTAL PROJECT COST		\$ 22,600,000	\$ 24,600,000

*Contingency is based on 5% construction, renovation and landscaping.

**UA Project Management fee is based on 3% of construction, renovation, landscaping, and contingency.

***Architect/Engineer fee is based on 7% of construction and renovation plus \$5,000 for programming confirmation services less a \$10,000 credit for interior design services less a \$2,500 credit for landscape design services.

ESTIMATED ANNUAL OPERATING AND MAINTENANCE (O&M) COSTS:

(Utilities, Housekeeping, Maintenance, Insurance, Other)

4,652 sf x ~5.44/gsf	\$	25,307
----------------------	----	--------

TOTAL ESTIMATED ANNUAL O&M COSTS:	\$	25,307
--	-----------	---------------

* H. M. Comer is an existing Education and General facility; as such, there is no change in the O&M for the existing building. The O&M costs reflected above are for the additional 4,652 GSF only.

FUNDING SOURCE:

Capital Outlay:

2017 Future General Revenue bonds	\$	22,600,000
-----------------------------------	----	------------

University funds	\$	2,000,000
------------------	----	-----------

Deferred Maintenance:

This Project will address a current deferred maintenance liability in the amount of \$20,340,000.

O&M Costs:	\$	N/A*
------------	----	------

*H. M. Comer is an existing Educational and General facility; as such, ongoing O&M costs are funded from the annual operating budget.

NEW EQUIPMENT REQUIRED:

N/A

RELATIONSHIP & ENHANCEMENT OF CAMPUS PROGRAMS:

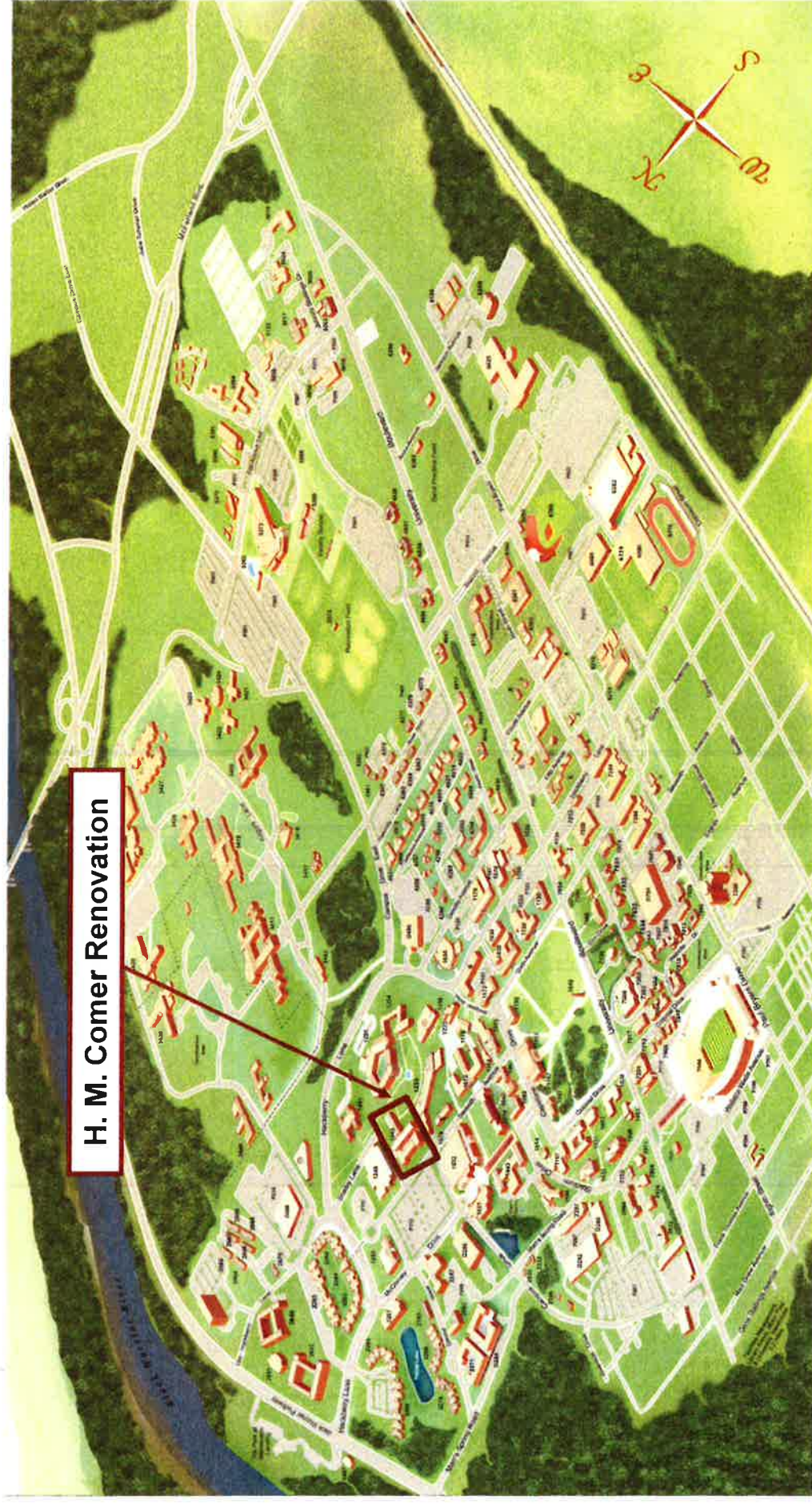
The H. M. Comer Renovation project ("Project") will enhance existing programs by centralizing the College of Engineering executive team and professional staff. This reconfigured space will be conducive to planning meetings and providing improved services to undergraduate/graduate students.

This Project will enhance the learning and teaching environment by improving the facility's interior and exterior appearance and providing modern audiovisual, technology, mechanical, and electrical systems, all of which have demonstrated benefits to pedagogical outcomes.

This Project will also enhance student and faculty safety by upgrading life safety systems, implementing access control, and providing an enhanced means of egress.

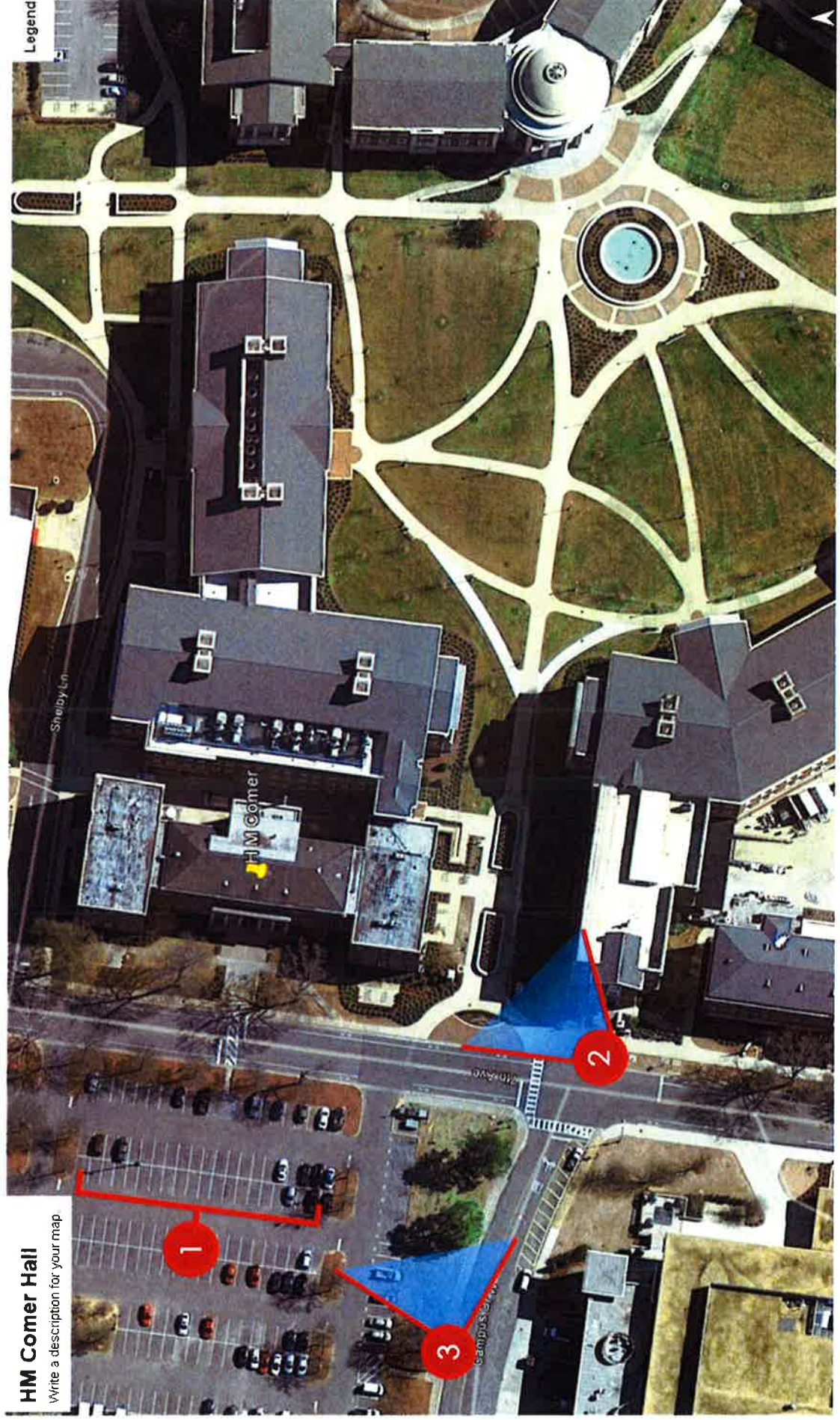
In addition, the Project will improve the overall aesthetic of campus by addressing deferred maintenance issues on the exterior including windows, and by bringing the character of the building in line with the architecture of the Shelby Quadrangle.

LOCATION MAP



H. M. COMER RENOVATION

Elevation Key Plan



H. M. COMER RENOVATION

View 1 from 7th Avenue looking east
With existing trees



H. M. COMER RENOVATION

View 1 from 7th Avenue looking east
Without existing trees



H. M. COMER RENOVATION

View 2 of south entrance from Shelby Quadrangle



H. M. COMER RENOVATION

View 3 from Campus Drive

With trees



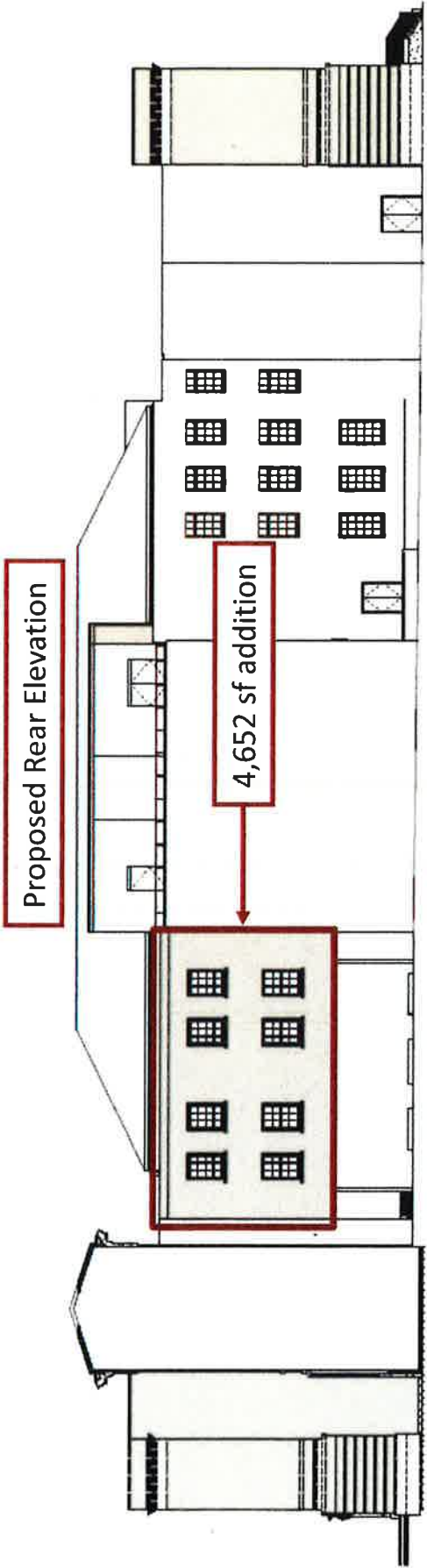
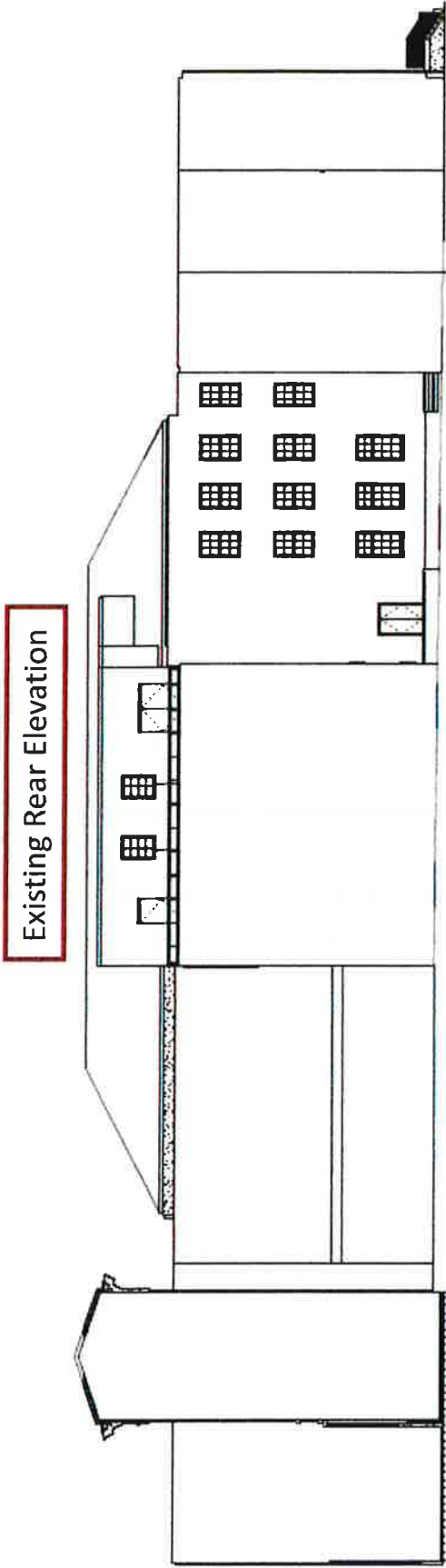
H. M. COMER RENOVATION

View 3 from Campus Drive

Without trees



H. M. COMER RENOVATION
Service Yard Elevation

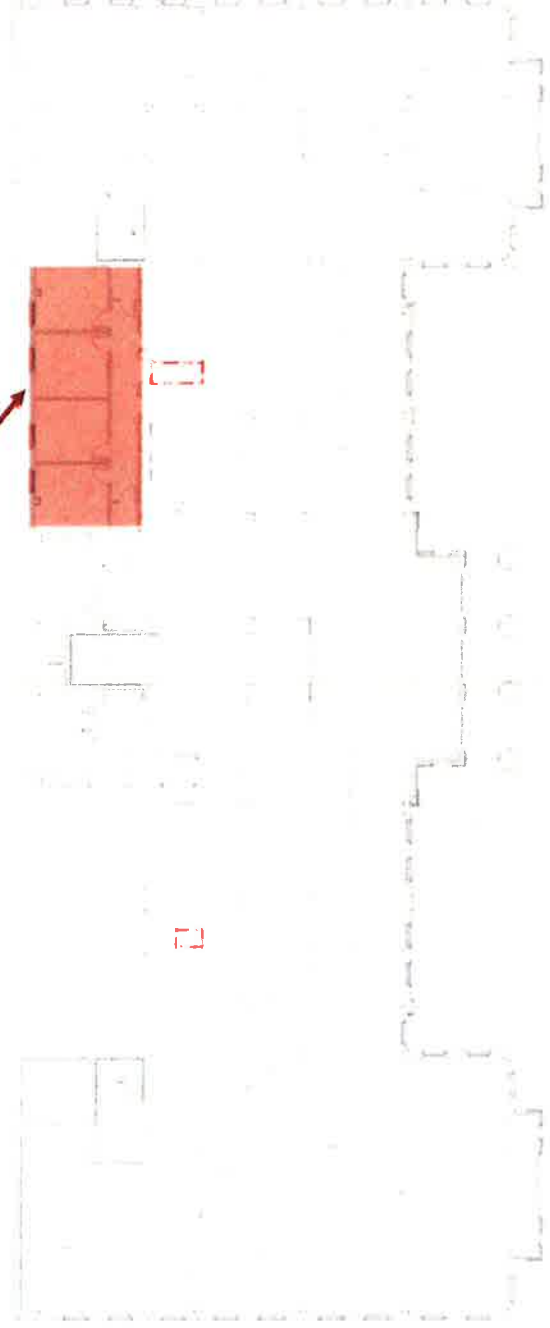


H. M. COMER RENOVATION

2nd and 3rd Floors Proposed Addition

North Engineering Research Center
(NERC)

2,200 sf 2nd Floor proposed addition
2,452 sf 3rd Floor proposed addition
4,652 sf total proposed addition



H. M. COMER RENOVATION

Elevation Key Plan



2,200 sf addition to the 2nd floor
2,452 sf addition to the 3rd floor

