

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

*** Board Submittal Checklist No. 4
Capital Project – Stage IV and Budget Reallocation /1
(Construction Contract Award and Budget Reallocation)**

Campus: The University of Alabama
Project Name: University Archive Facility
Meeting Date: February 7 – 8, 2019

- * ☒ 1. Completed Board Submittal Checklist No. 4
- ☒ 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. Resolution requesting approval of Construction Contract Award, Construction Budget, and Project Budget
- ☒ 4. Campus correspondence/photographs providing supplemental project information
- ☒ 5. Executive Summary of Proposed Capital Project with final Contract Construction Budget and Project Budget (include all proposed project funding for movable equipment and furnishings) /2
- ☒ 6. Project Summary
- ☒ 7. Project Planning Report /2
- ☒ 8. Tabulation of competitive bids – certified by Project Architect/Construction Manager
- ☒ 9. Recommendations for Contract Award by Architect/Construction Manager
- ☒ 10. Campus map(s) showing location of project site
- ☐ 11. Final Business Plan (if applicable) /3

Prepared by:



Approved by:



/1 Reference Tab 3I - Board Rule 415 Instructional Guide

/2 Reference Tab 3E - Board Rule 415 Instructional Guide

/3 Reference Tab 3V - 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.

RESOLUTION

UNIVERSITY ARCHIVE FACILITY

WHEREAS, in accordance with Board Rule 415, on April 7, 2017, The Board of Trustees of The University of Alabama (“Board”) approved a Stage I submittal for The University of Alabama Archive Facility Project, an addition to The University of Alabama Book Storage Facility (“Project”) located at 1425 14th Street; and

WHEREAS, on June 16, 2017, the Board authorized The University of Alabama (“University”) to proceed with architect negotiations with Seay Seay & Litchfield Architects, of Montgomery, Alabama; and

WHEREAS, on September 21, 2018, the Board approved a Revised Budget to reflect the Revised Scope to reduce the building height to approximately 28 feet to accommodate shelving units 24 feet in height and to include in-floor mounting rails in the archival area for future high-density shelving and the final negotiated design fee; and

WHEREAS, on September 21, 2018, the Board approved the Stage III submittal; and

WHEREAS, on December 6, 2018, pursuant to Title 39, State Bid Law of Alabama Code, competitive bids were received for the Project and WAR Construction, Inc., of Tuscaloosa, Alabama (WAR Construction), was declared the lowest responsive and responsible bidder with an adjusted base bid in the amount of \$3,193,000; and

WHEREAS, the University desires to accept Alternates 1 through and including 2 totaling \$76,850; and

WHEREAS, the University is requesting approval to award the construction contract for this Project to WAR Construction, for the total contract amount of \$3,269,850; and

WHEREAS, the University is requesting approval for a Budget Reallocation to reflect WAR Construction’s final contract amount and the High-Density

Shelving Accommodations and Infrastructure, as reflected in the Revised Budget below; and

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

WHEREAS, the Project is funded from the Office of Academic Affairs' Reserves in the amount of \$6,239,482 and Library Operating funds in the amount of \$100,868; and

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

BUDGET:	REVISED
Construction	\$ 3,269,850
Specialized Mobile Shelving	\$ 1,585,000
High Density Shelving Accommodations and Infrastructure	\$ 250,000
Landscaping	\$ 30,000
Security/Access Control	\$ 43,782
Telecommunication/Data	\$ 17,166
Contingency* (10%)	\$ 513,485
UA Project Management Fee** (3%)	\$ 169,450
Architect/Engineer Fee – Programming	\$ 19,800
Architect/Engineer Fee*** (~10.5%)	\$ 343,495
Expenses (Geotech, Construction Materials Testing, Special Inspections)	\$ 82,109
Other Fees and Services (testing, advertising, printing)	\$ 16,213
TOTAL PROJECT COST	\$ 6,340,350

*Contingency is based on 10% of the costs of construction, specialized mobile shelving, high density shelving accommodations and infrastructure, and landscaping.

**UA Project Management Fee is based on 3% of the costs of construction, specialized mobile shelving, high density shelving accommodations and infrastructure, landscaping, and contingency

***Architect/Engineer Fee is based on 6.3% of the costs of construction, specialized mobile shelving, high density shelving accommodations and infrastructure, and landscaping plus \$15,000 for tie-in to the existing building and an amount not to exceed \$5,000 for reimbursable expenses.

NOW, THEREFORE, BE IT RESOLVED by The Board of Trustees of The University of Alabama that the Revised Budget for this Project is approved as stipulated above.

BE IT FURTHER RESOLVED that Stuart R. Bell, President, Matthew M. Fajack, Vice President for Finance and Operations and Treasurer, or those officers named in the most recent Board Resolutions granting signature authority for the University of Alabama be, and each hereby is, authorized to act for and on behalf of the Board of Trustees of the University of Alabama in executing the aforementioned contract with WAR Construction, Inc., of Tuscaloosa, Alabama, for the Project in accordance with Board Rule 415.

December 17, 2018

To: Stuart R. Bell

From: Matthew M. Fajack 

Subject: Board Item – Action: Stage IV and Budget Reallocation submittals:
University Archive Facility

On December 6, 2018, pursuant to Title 39, State Bid Law of Alabama Code, The University of Alabama ("University") received competitive bids for the University Archive Facility project ("Project"). WAR Construction, Inc., of Tuscaloosa, Alabama, was declared the lowest responsive and responsible bidder with an adjusted base bid in the amount of \$3,193,000. The University desires to accept Alternates 1 through and including 2 totaling \$76,850. The University is requesting approval to accept WAR Construction's adjusted base bid and Alternates 1 through and including 2 for a total contract amount of \$3,269,850.

Additionally, the University is requesting approval for a Budget Reallocation to reflect the construction contract in the amount of \$3,269,850.

The Project is funded from Office for Academic Affairs' Reserves in the amount of \$6,239,482 and Library Operating Funds in the amount of \$100,868.

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

I have attached a Certified Bid Tabulation, Resolution, Executive Summary, Project Summary, Project Planning Report, 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 February 7 – 8, 2019.

MMF/ccj

Attachments

pc w/atchmts: Michael Rodgers
Michael Lanier
Tim Leopard

Sommer Coleman
Charles Philips

W H E R E L E G E N D S A R E M A D E

**EXECUTIVE SUMMARY
PROPOSED CAPITAL PROJECT**

BOARD OF TRUSTEES SUBMITTAL

Meeting Date: February 7 – 8, 2019

CAMPUS: The University of Alabama, Tuscaloosa, Alabama

PROJECT NAME: University Archive Facility

PROJECT LOCATION: 1425 14th Street

ARCHITECT: Seay Seay & Litchfield Architects, Montgomery, Alabama

THIS SUBMITTAL:	PREVIOUS APPROVALS:
<input type="checkbox"/> Stage I	<u>April 7, 2017</u>
<input type="checkbox"/> Stage II	<u>June 16, 2017</u>
<input type="checkbox"/> Stage III	<u>September 21, 2018</u>
<input type="checkbox"/> Revised Scope and Budget	<u>September 21, 2018</u>
<input checked="" type="checkbox"/> Stage IV	
<input checked="" type="checkbox"/> Budget Reallocation	

PROJECT TYPE	SPACE CATEGORIES	PERCENTAGE	GSF
<input checked="" type="checkbox"/> Building Addition	Warehouse Storage	100%	14,207
<input type="checkbox"/> Building Construction			
TOTAL		100%	14,207

BUDGET	Current	Revised
Construction	\$ 3,575,000	\$ 3,269,850
Specialized Mobile Shelving	\$ 1,585,000	\$ 1,585,000
High Density Shelving Accommodations and Infrastructure	\$ 0	\$ 250,000
Landscaping	\$ 30,000	\$ 30,000
Security/Access Control	\$ 25,000	\$ 43,782
Telecommunication/Data	\$ 25,000	\$ 17,166
Contingency* (10%)	\$ 519,000	\$ 513,485
UA Project Management Fee** (3%)	\$ 171,270	\$ 169,450
Architect/Engineer Fee – Programming	\$ 20,000	\$ 19,800
Architect/Engineer Fee*** (~10.5%)	\$ 345,080	\$ 343,495
Expenses (Geotech, Construction Materials Testing, Special Inspections)	\$ 35,000	\$ 82,109
Other Fees and Services (testing, advertising, printing)	\$ 10,000	\$ 16,213
TOTAL PROJECT COST	\$ 6,340,350	\$ 6,340,350

*Contingency is based on 10% of the costs of construction, specialized mobile shelving, high density shelving accommodations and infrastructure, and landscaping.

**UA Project Management Fee is based on 3% of the costs of construction, specialized mobile shelving, high density shelving accommodations and infrastructure, landscaping, and contingency.

***Architect/Engineer Fee is based on 6.3% of the costs of construction, specialized mobile shelving, high density shelving accommodations and infrastructure, and landscaping plus \$15,000 for tie-in to the existing building and an amount not to exceed \$5,000 for reimbursable expenses.

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

(Utilities, Housekeeping, Maintenance, Insurance, Other)

Per GSF: 14,207 gsf x ~\$5.99/gsf	\$	85,100
TOTAL ESTIMATED ANNUAL O&M COSTS:	\$	85,100

FUNDING SOURCE:

Capital Outlay:

Office for Academic Affairs' Reserves	\$	6,239,482
Library Operating Funds	\$	100,868
 O&M Costs: University Annual Operating Funds	 \$	 85,100

NEW EQUIPMENT REQUIRED:

Warehouse Vertical, Mobile Storage Shelving

RELATIONSHIP & ENHANCEMENT OF CAMPUS PROGRAMS:

The University Archive Facility project ("Project") is the first step in the realignment of Library space in order to meet the strategic plan of The University of Alabama ("University") and to transform University Libraries as necessary to support the growth of the University, the academic mission, and the teaching, research and learning environment in the 21st Century. This Project will provide space for current and future collections and archives; thereby, providing the opportunity to redevelop the current collection areas in Library facilities for student centric space, faculty offices, and other uses.

Consolidating collections and archives will allow for more efficient management and operations and allow the University to meet its commitment as a United States Federal Depository Library, regional depository for the State of Alabama, and as a member of the Scholars Trust research library consortia.

With an increased emphasis on research, adequate Library space and collections are essential to supporting research activities.

ATTACHMENT NO. 1

Project: University Archive Facility
BOT Submittals: Stage IV and Budget Reallocation
Meeting Date: February 7 – 8, 2019

Project Summary

UNIVERSITY ARCHIVE FACILITY

The University Archive Facility project will consist of an addition to the existing University of Alabama (“University”) Book Storage Facility located at 1425 14th Street (“Project”) in the area of the University Facilities compound. Space for this addition was planned when the Book Storage Facility was originally constructed, and the building pad is roughly in place to the west of the existing building.

This Project is the first step in the realignment of Library space in order to meet the strategic plan of the University and to transform University Libraries as necessary to support the growth of the University, the academic mission, and the teaching, research and learning environment in the 21st century. This Project will provide space for current and future collections and archives; thereby providing the opportunity to redevelop the current collection areas in Library facilities for student centric space, faculty offices, and other uses.

The final design has reduced the overall building size to 14,207 gross square feet, without impacting the program, and compartmentalized the facility between archival, special collections, and normal volume retention spaces. The archival and special collections area will be hardened, and the special collections section will include specialized fire suppression and mechanical systems to appropriately protect the collections. The normal volume retention space will be an extension of the existing pre-engineered metal building structure.

Following validation of the storage needs, the University proposes to decrease the number of specialized mobile shelving units and increase the number of fixed shelving units. Doing so will reduce the building height from approximately 32 feet to approximately 28 feet to accommodate shelving units 24 feet in height. The in-floor mounting rails and clean agent fire suppression and infrastructure systems will be included in the archival area for future high-density shelving in that area.

The use of high-density vertical shelving will yield an approximate 8:1 gain in square footage at a minimum. i.e., for every square foot of high-density vertical shelving 8 square feet of space will be gained in the core of campus for other uses.

It is anticipated that the shelving will be provided in phases as needed. This phase will accommodate collections and archives currently housed in Gorgas Library and Mary Harmon Bryant and accommodate temporary storage during planned renovations of Gorgas Library. Future shelving installations would accommodate materials from Bruno, Rodgers, and McLure Libraries as well as future collections and archive needs.

THE UNIVERSITY OF ALABAMA SYSTEM

PROJECT PLANNING REPORT

DATE: February 7 - 8, 2019

INITIAL REPORT

INTERIM REPORT

X FINAL REPORT3 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: University Archive Facility
2. LOCATION: 1425 14th Street
3. ARCHITECT/ENGINEER: Seay Seay & Litchfield Architects, Montgomery, Alabama

4. PROJECT STATUS:

A. SCHEMATIC DESIGN

DATE INITIATED

May-18

% COMPLETE

100%

* DATE COMPLETED

Jul-18

B. PRELIMINARY DESIGN:

DATE INITIATED

Jul-18

% COMPLETE

100%

* DATE COMPLETED

Aug-18

C. CONSTRUCTION DOCUMENTS:

DATE INITIATED

Aug-18

% COMPLETE

100%

* DATE COMPLETED

Nov-18

D. BID DATE: (COMPLETE)

Dec-18

5. CURRENT PROJECT BUDGET:

A. CONSTRUCTION

CURRENT

REVISED

\$ 3,575,000

\$ 3,269,850

B. SPECIALIZED MOBILE SHELVING

\$ 1,585,000

\$ 1,585,000

C. HIGH DENSITY SHELVING ACCOMMODATIONS AND INFRASTRUCTURE

\$ -

\$ 250,000

D. LANDSCAPING

\$ 30,000

\$ 30,000

E. SECURITY/ACCESS CONTROL

\$ 25,000

\$ 43,782

F. TELECOMMUNICATION/DATA

\$ 25,000

\$ 17,166

G. CONTINGENCY* (10%)

\$ 519,000

\$ 513,485

H. UA PROJECT MANAGEMENT FEE** (3%)

\$ 171,270

\$ 169,450

I. ARCHITECT/ENGINEER FEE - PROGRAMMING

\$ 20,000

\$ 19,800

J. ARCHITECT/ENGINEER FEE*** (6.7%/10.5%)

\$ 345,080

\$ 343,495

K. EXPENSES (GEOTECH, CONSTRUCTION MATERIALS TESTING, INSPECTIONS)

\$ 35,000

\$ 82,109

L. OTHER FEES AND SERVICES (SECURITY, ADVERTISING, POSTAGE)

\$ 10,000

\$ 16,213

M. TOTAL PROJECT COST**\$ 6,340,350****\$ 6,340,350**

*Contingency is based on 10% of the costs of construction, specialized mobile shelving, high density shelving accommodations and infrastructure, and landscaping.

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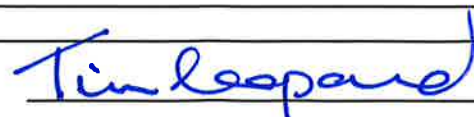
***Architect/Engineer Fee is based on 6.3% of the costs of construction, specialized mobile shelving, high density shelving accommodations and infrastructure, and landscaping plus \$15,000 for tie-in to the existing building and an amount not to exceed \$5,000 for reimbursable expenses.

6. FUNDING/RESOURCES: Office for Academic Affairs' Reserves - \$6,239,482
Library Operating Funds - \$100,868

7. REMARKS

* FINAL AGENCY APPROVAL

SUBMITTED BY:



TABULATION OF BIDS

THE UNIVERSITY OF
ALABAMA

Project Name
University Archive Facility

Bid Due
December 6, 2018 2:00 p.m. local time

Architect/Engineer
Seay, Seay and Litchfield Architects
1115 South Court Street
Montgomery, AL 36104
phone (334) 263-5162

UA Project No.
327-16-1044

Bid Location
1205 14th Street
Tuscaloosa, Alabama 35401

FUNDS AVAILABLE: Three million, nine hundred thousand dollars and 00/100 (\$3,900,000.00)

BIDS SHALL BE VALID FOR: Sixty (60) Days

CONSTRUCTION DURATION: Two Hundred Forty-Nine (249) Calendar Days after Notice to Proceed

CONTRACTOR	Hall-Taylor Construction Co., Inc.	J. T. Harrison Construction Co., Inc.	Kyser Construction, LLC	WAR Construction, Inc.
	5126 McFarland Blvd. E. Tuscaloosa, AL 35405 (205) 758-8265 GC Lic. #13714	P. O. Box 21300 Tuscaloosa, AL 35402 (205) 333-1120 GC Lic. #20245	P. O. Box 331 Northport, AL 35475 (205) 366-3530 GC Lic. #42467	P. O. Box 1218 Tuscaloosa, AL 35403 (205) 758-4723 GC Lic. #6418
Addenda ONE - FIVE	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
LICENSE # ON ENVELOPE	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
BONDING COMPANY OR BID DEPOSIT	RLI Insurance Company	Travelers Casualty & Surety Co. of Am.	International Fidelity Ins. Co.	Cincinnati Insurance Co.
UNIT PRICE #1 <i>Description on back of page</i>	\$ 22.50	\$ 20.00	\$ 25.00	\$ 16.00
UNIT PRICE #2 <i>Description on back of page</i>	\$ 200.00	\$ 200.00	\$ 250.00	\$ 87.00
BASE BID ON PROPOSAL	\$ 3,720,000.00	\$ 4,000,000.00	\$ 4,000,000.00	\$ 3,750,000.00
ENVELOPE ADJUSTMENT	(212,000.00)	(275,000.00)	(565,000.00)	(557,000.00)
ADJUSTED BASE BID	3,508,000.00	3,725,000.00	3,435,000.00	3,193,000.00
ALTERNATE #1 <i>Description on back of page</i>	58,000.00	100,000.00	107,000.00	120,000.00
ENVELOPE ADJUSTMENT	13,500.00	(27,000.00)	-	(52,000.00)
Subtotal	3,579,500.00	3,798,000.00	3,542,000.00	3,261,000.00
ALTERNATE #2 <i>Description on back of page</i>	9,452.00	13,000.00	10,000.00	8,850.00
ENVELOPE ADJUSTMENT	-	-	-	-
TOTAL BID W/ALTERNATES	\$ 3,588,952.00	\$ 3,811,000.00	\$ 3,552,000.00	\$ 3,269,850.00

I CERTIFY THAT THE ABOVE BIDS WERE RECEIVED SEALED AND WERE PUBLICLY OPENED AND READ ALOUD AT THE TIME AND PLACE INDICATED AND THAT THIS IS A TRUE AND CORRECT TABULATION OF ALL BIDS RECEIVED FOR THIS PROJECT. I RECOMMEND AWARD OF THE CONTRACT FOR CONSTRUCTION TO THE LOWEST RESPONSIBLE AND RESPONSIVE BIDDER AS SHOWN ABOVE, AS DETERMINED BY THE AVAILABLE FUNDS AND SUBJECT TO THE INSTRUCTIONS TO BIDDERS AND ANY APPLICABLE LAW.


Casey M. Ivy, AIA, PLA, NCARB, LEED AP
Seay, Seay and Litchfield Architects



Sworn to and subscribed before me this 6th day of December, 2018.


Notary Public

04/03/19
My Commission Expires

Unit Price Descriptions:

Unit Price #1: Removal/Replacement of Unsuitable Soil. Price per cubic yard.

Unit Price #2: Lean Concrete Footings. Price per cubic yard.

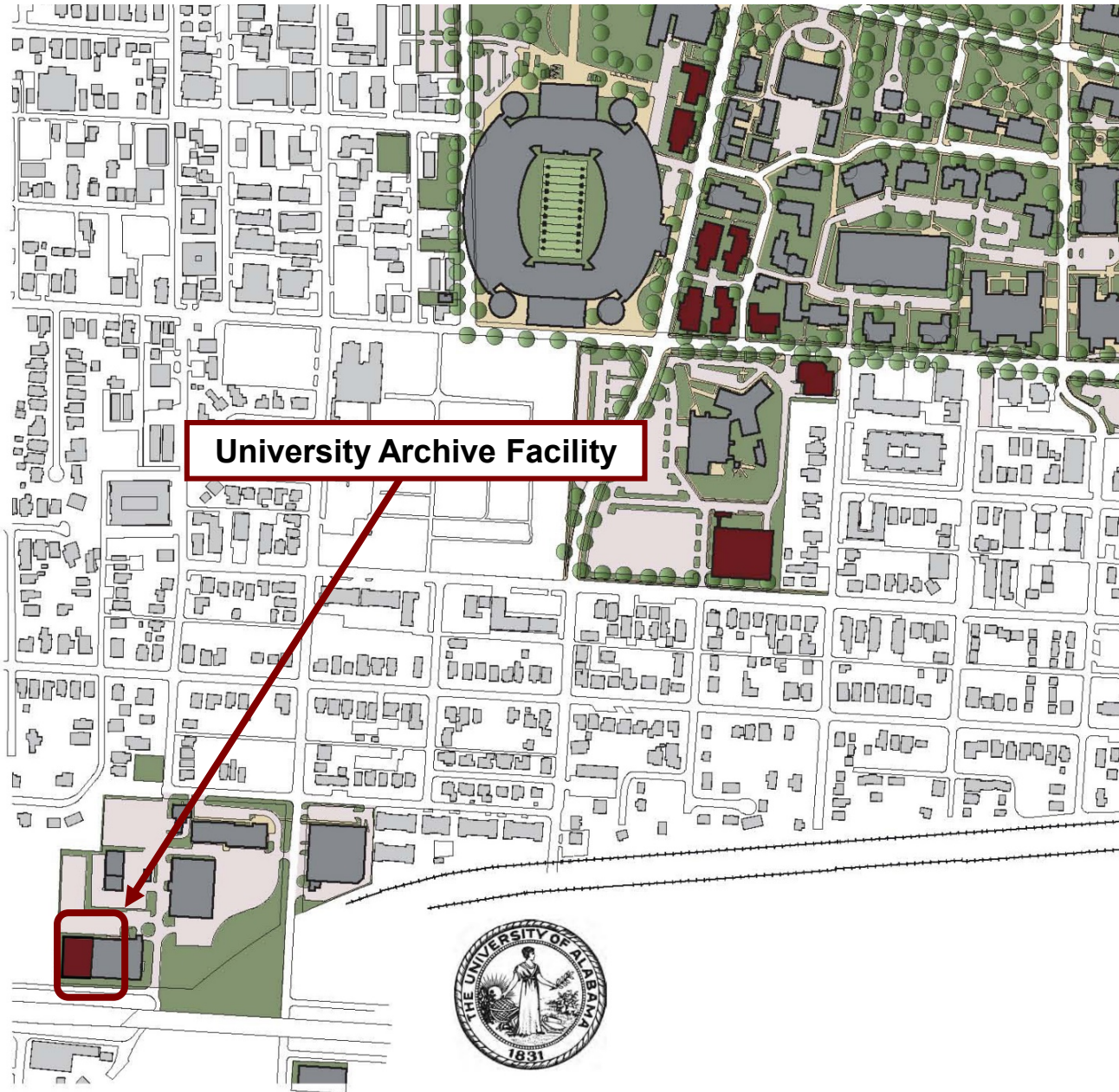
Alternate Descriptions:

Alternate #1: Lighting RCP Alternate

Alternate #2: Removal/Replacement of Existing Roof Vent

A handwritten signature in dark ink, appearing to be "J. M. [unclear]", is located in the bottom right corner of the page.

LOCATION MAP



UNIVERSITY ARCHIVE FACILITY

View from Facility Administration Building Parking Lot Looking Southwest
Approved September 21, 2018

