

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

* Board Submittal Checklist No. 3
Capital Project - Stage III Submittal /1
(Architectural Design)

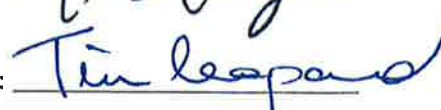
Campus: The University of Alabama
Project Name: Sigma Alpha Epsilon Renovation
Meeting Date: November 8 - 9, 2018

- ☒ 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
- ☒ 10. Final Business Plan (if applicable) /3

Prepared by:



Approved by:



/1 Reference Tab 3H - 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

SIGMA ALPHA EPSILON

WHEREAS, on September 21, 2018, in accordance with Board Rule 415, The Board of Trustees of The University of Alabama approved a Stage I submittal for the renovation of the existing Sigma Alpha Epsilon (ΣAE) chapter house ("Project") located at 432 University Boulevard; and

WHEREAS, on September 21, 2018, due to the firm having provided programming services for the Project, having designed the Chapter's existing Memorial Room, and their familiarity and knowledge of the existing facility and The University of Alabama ("University") standards, the Board approved a Waiver of the Consultant Selection process and authorized the University to proceed with design utilizing the architectural services of Seay Seay & Litchfield Architects of Montgomery, Alabama, accepting a negotiated design fee of 6.3% of the cost of construction plus a 25% renovation factor less a \$10,000 credit; 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 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 from a Chapter Payable in the amount of \$6,199,565 and Chapter Reserve funds in the amount of \$500,000; and

WHEREAS, ΣAE has agreed to repay the loan of \$6,199,565 to the University and has shown through its Business Plan the ability to repay the loan; and

WHEREAS, the budget for the Project will remain as stipulated below:

BUDGET:	CURRENT
Construction	\$ 5,438,056
Telecommunication/Data	\$ 60,000
Contingency* (10%)	\$ 543,806
UA Project Management Fee** (3%)	\$ 179,456
Architect/Engineer Fee*** (~7.7%)	\$ 418,247
Other Fees and Services (Testing, Advertising, Printing)	\$ 60,000
TOTAL PROJECT COST	\$ 6,699,565

*Contingency is based on 10% of the cost of construction.

**UA Project Management Fee is based on 3% of the cost of construction and contingency.

***Architect/Engineer Fee is based on 6.3% of the cost of construction plus a 25% renovation factor less a \$10,000 credit.

NOW, THEREFORE, BE IT RESOLVED by The Board of Trustees of The University of Alabama that the Stage III submittal for the Project is hereby approved.




Division of
Financial Affairs

MEMO

October 5, 2018

To: Stuart R. Bell

From: Matthew M. Fajack 

Subject: Board Item – Action: Stage III submittal:
Sigma Alpha Epsilon Renovation

Pursuant to Board Rule 415, officials of The University of Alabama (“University”) have received renderings for the Sigma Alpha Epsilon (ΣAE) Renovation project (“Project”) and are requesting The Board of Trustees of The University of Alabama (“Board”) to consider approval of the Stage III submittal based on the renderings presented.

The total Project of \$6,699,565 will be funded from a Chapter Payable in the amount of \$6,199,565, which will be in the form of a loan to ΣAE and the balance of \$500,000 will be funded with Chapter Reserves. ΣAE has shown through its Business Plan the ability to repay the loan.

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 a Resolution, Executive Summary, Project Planning Report, Project Summary, Business Plan, Location map and Renderings 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 November 8 – 9, 2018.

MMF/ccj

pc w/atchmts: Michael Rodgers
Michael Lanier
Tim Leopard
Sommer Coleman
Ben Youngblood

**EXECUTIVE SUMMARY
PROPOSED CAPITAL PROJECT
BOARD OF TRUSTEES SUBMITTAL**

Meeting Date: November 8 – 9, 2018

CAMPUS: The University of Alabama, Tuscaloosa, Alabama

PROJECT NAME: Sigma Alpha Epsilon Renovation

PROJECT LOCATION: 432 University Boulevard

ARCHITECT: Seay Seay & Litchfield Architects, Montgomery, AL

THIS SUBMITTAL:	PREVIOUS APPROVALS:
<input type="checkbox"/> Stage I	<u>September 21, 2018</u>
<input type="checkbox"/> Stage II, Waiver	<u>September 21, 2018</u>
<input checked="" type="checkbox"/> Stage III	
<input type="checkbox"/> Stage IV	

PROJECT TYPE	SPACE CATEGORIES	PERCENTAGE	GSF
<input type="checkbox"/> Building Construction			
<input checked="" type="checkbox"/> Building Renovation	Fraternity	~97%	17,110
<input checked="" type="checkbox"/> Building Addition		~ 3%	500
<input type="checkbox"/> Equipment			
TOTAL		100%	17,610

BUDGET	Current
Construction	\$ 5,438,056
Telecommunication/Data	\$ 60,000
Contingency* (10%)	\$ 543,806
UA Project Management Fee** (3%)	\$ 179,456
Architect/Engineer Fee*** (~7.7%)	\$ 418,247
Other Fees and Services (Testing, Advertising, Printing)	\$ 60,000
TOTAL PROJECT COST	\$ 6,699,565

*Contingency is based on 10% of the cost of construction.

**UA Project Management Fee is based on 3% of the cost of construction and contingency.

***Architect/Engineer Fee is based on 6.3% of the cost of construction plus a 25% renovation factor less a \$10,000 credit.

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

(Utilities, Housekeeping, Maintenance, Insurance, Other)

gsf x \$/gsf:	\$	N/A*
TOTAL ESTIMATED ANNUAL O&M COSTS:	\$	N/A*

FUNDING SOURCE:

Capital Outlay:

Chapter Payable	\$	6,199,565
Chapter Reserve funds	\$	500,000

*O&M Costs: \$ N/A

*O&M costs will be funded by the chapter from rental income and other charges to fraternity members.

NEW EQUIPMENT REQUIRED:

N/A

RELATIONSHIP & ENHANCEMENT OF CAMPUS PROGRAMS:

The Sigma Alpha Epsilon fraternity (ΣAE) Renovation project ("Project") will accommodate the fraternity's growing and diverse chapter membership by providing a facility that is operationally, programmatically, and functionally appropriate to meet the needs of the fraternity. This Project will allow members of ΣAE to comfortably accommodate the projected chapter size and the growing Greek community by enhancing the living experience for existing members as well as future members. Opportunities for involvement in social and fraternal organizations are a key part of the college experience for many students. Providing this opportunity is an important recruitment factor for many students and can enhance the experience for those that participate as reflected by the fact that over one-third of University of Alabama students participate in the Greek community.

The Project will address deferred maintenance requirements, upgrade life safety systems and provide a fully accessible facility thus providing a safe and efficient facility to help sustain the chapter.

ATTACHMENT NO. 1

Project: Sigma Alpha Epsilon Renovation

BOT Submittal: Stage III

Meeting Date: November 8 – 9, 2018

Project Summary

SIGMA ALPHA EPSILON RENOVATION

The Sigma Alpha Epsilon (ΣAE) fraternity desires to renovate a portion of their existing house (“Project”) located at 432 University Boulevard.

The Project will entail the renovation of 17,110 gross square feet (GSF) comprised of upgrading finishes; installing new mechanical, plumbing, and electrical systems; new restrooms; and addressing accessibility issues. The upgraded systems will improve the energy efficiency of the house and bring the building to required codes. Life safety systems, including fire alarm and fire sprinkler, will be upgraded as required. The 3,150 GSF Memorial Room, constructed in 2005, will not be renovated as part of this Project.

The first floor will include a complete renovation of the entire kitchen facility and replacement of the equipment and upgraded finishes throughout the balance of the floor.

The second floor will include a mix of double and single bedrooms, laundry room, and lounge space. The sleeping capacity will decrease from 20 to approximately 14; however, this reduction will enhance the living experience by providing individual bathrooms for each bedroom unit and a new student lounge.

The installation of a sloped roof over the North elevation of the existing building will provide access to fit in the new systems. The roof pitch will match the existing building and provide a cohesive appearance to the exterior of the building. The University Boulevard elevation, as constructed in 1953, will remain unchanged.

A 500 square foot addition is required to provide space for a new elevator to service all floors.

THE UNIVERSITY OF ALABAMA SYSTEM
PROJECT PLANNING REPORT
DATE: November 8 - 9, 2018

 INITIAL REPORT
X 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: Sigma Alpha Epsilon Renovation
2. LOCATION: 432 University Boulevard
3. ARCHITECT/ENGINEER: Seay Seay & Litchfield Architects, Montgomery, AL

4. PROJECT STATUS:		
A. SCHEMATIC DESIGN:	DATE INITIATED	September-18
	% COMPLETE	100%
	* DATE COMPLETED	October-18
B. PRELIMINARY DESIGN:	DATE INITIATED	October-18
	% COMPLETE	100%
	* DATE COMPLETED	November-18
C. CONSTRUCTION DOCUMENTS:	DATE INITIATED	November-18
	% COMPLETE	0%
	* DATE COMPLETED	December-18
D. SCHEDULED BID DATE:		January-19

5. CURRENT PROJECT BUDGET:	CURRENT
A. CONSTRUCTION	\$ 5,438,056
B. TELECOMMUNICATION/DATA	\$ 60,000
C. CONTINGENCY* (10%)	\$ 543,806
D. UA PROJECT MANAGEMENT FEE** (3%)	\$ 179,456
E. ARCHITECT/ENGINEER FEE*** (~7.7%)	\$ 418,247
F. OTHER FEES AND SERVICES (GEOTECH, TESTING, ADVERTISING, PRINTING)	\$ 60,000
G. TOTAL PROJECT COST	\$ 6,699,565

*Contingency is based on 10% of the cost of construction.

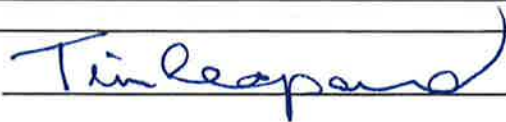
**UA Project Management Fee is based on 3% of the cost of construction and contingency.

***Architect/Engineer Fee is based on 6.3% of the cost of construction plus a 25% renovation factor less a \$10,000 credit.

6. FUNDING/RESOURCES: Chapter Payable - \$6,199,565
Chapter Reserve funds - \$500,000
7. REMARKS

* FINAL AGENCY APPROVAL

SUBMITTED BY:



SIGMA ALPHA EPSILON
MU CHAPTER
ESTABLISHED 1856

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Year 30
Membership	150	150	150	150	150	150
Income:						
Room Rent	\$ 78,400.00	\$ 84,872.00	\$ 91,445.76	\$ 96,018.05	\$ 100,818.95	\$341,408.75
Parlor Fees	\$ 180,000.00	\$ 185,400.00	\$ 190,962.00	\$ 196,690.86	\$ 202,591.59	\$424,181.79
House Fund	\$ 180,000.00	\$ 180,000.00	\$ 180,000.00	\$ 180,000.00	\$ 180,000.00	\$ 180,000.00
Building Fund	\$ 37,500.00	\$ 37,500.00	\$ 37,500.00	\$ 37,500.00	\$ 37,500.00	\$ 37,500.00
Food Service Profit	\$ 180,000.00	\$ 185,400.00	\$ 190,962.00	\$ 196,690.86	\$ 202,591.59	\$424,181.79
House Corporation Contribution	\$ 60,000.00	\$ 50,000.00	\$ 40,000.00	\$ 30,000.00	\$ 20,000.00	\$ -
Total Income	\$ 715,900.00	\$ 722,972.00	\$ 730,869.76	\$ 736,899.77	\$ 743,502.12	\$ 1,407,272.33
Operating Costs:						
Utilities	\$ 72,000.00	\$ 74,160.00	\$ 76,384.80	\$ 78,676.34	\$ 81,036.63	\$169,672.72
Custodial Services	\$ 72,000.00	\$ 74,160.00	\$ 76,384.80	\$ 78,676.34	\$ 81,036.63	\$169,672.72
Repairs & Maintenance	\$ 12,000.00	\$ 12,360.00	\$ 12,730.80	\$ 13,112.72	\$ 13,506.11	\$28,278.79
Maintenance-Buildings/Equipment	\$ 12,000.00	\$ 12,360.00	\$ 12,730.80	\$ 13,112.72	\$ 13,506.11	\$28,278.79
Cable & Internet	\$ 10,000.00	\$ 10,300.00	\$ 10,609.00	\$ 10,927.27	\$ 11,255.09	\$23,585.66
Insurance	\$ 20,000.00	\$ 21,000.00	\$ 22,050.00	\$ 23,152.50	\$ 24,310.13	\$82,322.71
Accounting & OH	\$ 5,795.00	\$ 6,084.75	\$ 6,388.99	\$ 6,708.44	\$ 7,043.86	\$23,853.01
Miscellaneous Expenses	\$ 14,277.00	\$ 14,627.16	\$ 13,872.23	\$ 14,181.27	\$ 14,502.32	\$30,364.63
Total Operating Costs	\$ 218,072.00	\$ 225,051.91	\$ 231,151.42	\$ 238,547.61	\$ 246,196.87	\$ 558,009.01
Net Income Before Debt	\$ 497,828.00	\$ 497,920.09	\$ 499,718.34	\$ 498,352.16	\$ 497,305.25	\$ 851,263.33
Add: Cash Reserves						
Debt	\$ 422,435.02	\$ 422,435.02	\$ 422,435.02	\$ 422,435.02	\$ 422,435.02	\$ 422,435.02
Less: Renewals and Replacement Reserves	\$ 21,477.00	\$ 21,689.16	\$ 21,926.09	\$ 22,106.99	\$ 22,305.06	\$ 42,218.17
Principal Reduction						
Net Income (Loss)	\$ 53,915.98	\$ 53,795.91	\$ 55,357.23	\$ 53,810.15	\$ 52,565.17	\$ 386,610.14
Cumulative Net Income (Loss)	\$ 53,915.98	\$ 107,711.90	\$ 163,069.13	\$ 216,879.27	\$ 269,444.45	\$ 656,054.59

Assumptions

Estimated project cost:	\$ 6,699,565.00
Chapter Reserve Funds:	\$ 500,000.00
Chapter Payable:	\$ 6,199,565.00
Estimated interest on loan	5.50%
Estimated term of loan	30

Approximate GSF of New House:

Fall 2018 Membership:	150
Current Beds:	14
Current GSF:	

Assumes spaces to be on line August 2020.

Rental income is computed as follows:

Room rent is charged at a rate of \$2,800 per semester, a bed capacity of 14 with a 8% annual increase for 2 years, 5% thereafter.

Parlor Fees are charged to all members at a rate of \$600 per semester with a 3% annual increase.

House Fund Fees are charged to all members at a rate of \$600 per semester with no anticipated increases.

Building Fund Fees are charged to all members at a rate of \$125 per semester with no anticipated increases.

Food service profit is a conservative estimate based on historical data with a 3% annual increase.

House Corporation Funding will be \$60,000 for the first year and decline \$ 10,000 per year over the first 6 years.

Membership is based on 150 members. (Past 5 years Membership: Fall 2017 -128 , Fall 2016 - 125, Fall 2015 - 82, Fall 2014 - 124, Fall 2013 - 144)

Plan for Reserves:

3% of Gross Revenue Set Aside for Reserve Fund

Cumulative profits to be used as long term reserve funds

Operations:

Occupancy is projected at a level of 100% for each year. Any shortfall will be rented to non-members and/or the undergraduate chapter will be charged for any shortage.

Expenses:

Property insurance reflects rate for a 'new sprinkled property', increasing at 5% each year.

Accounting and OH is calculated as 5% of Room Rent and Building Fund Revenue.

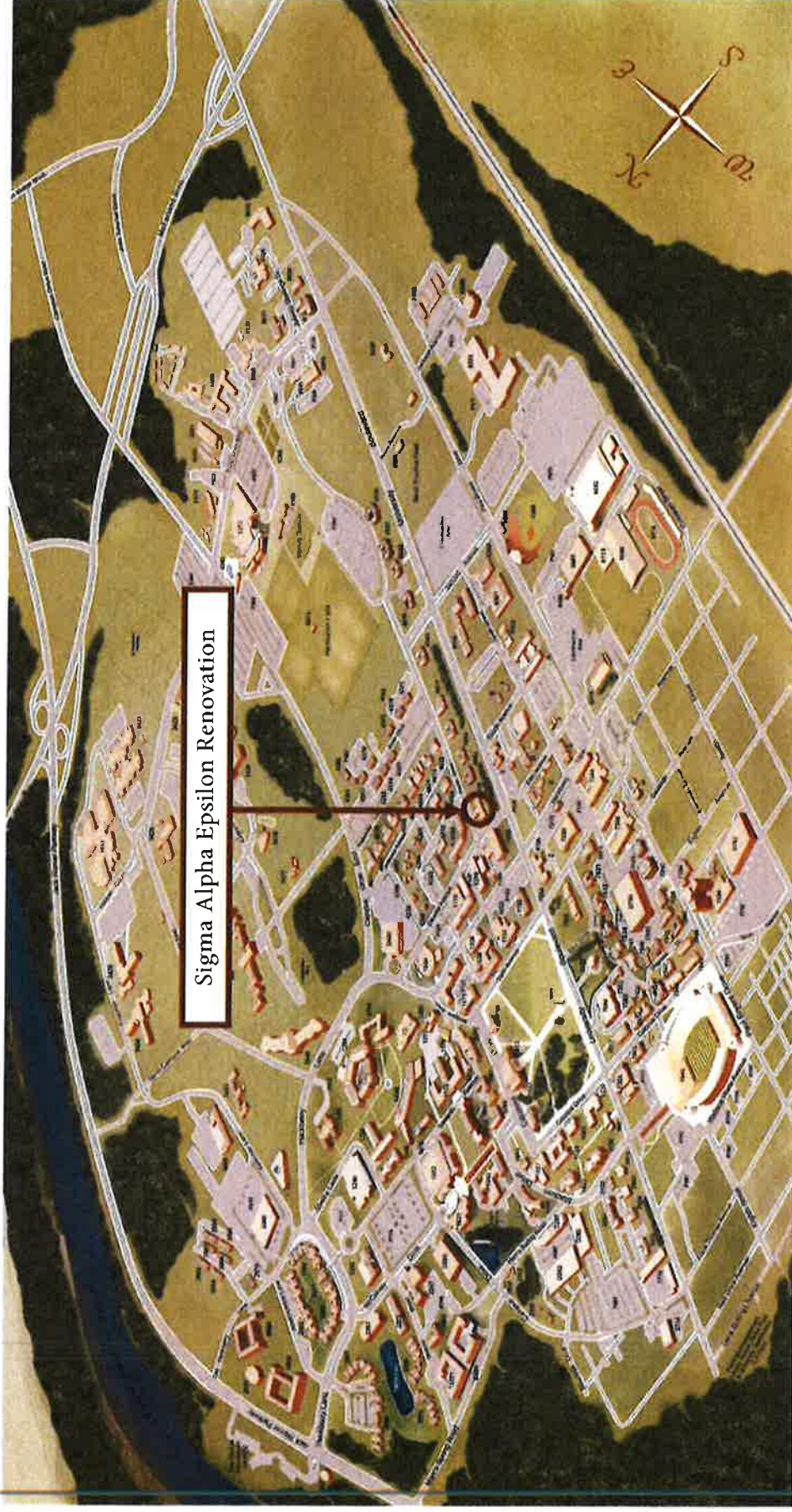
Miscellaneous Expenses are calculated as 3% of Room Rent, Parlor Fees, House Fund, and Building Fund Revenues.

All other expenses increase at a rate of 3% per year.

-Maintenance

In addition to building a reserve to cover long-term repairs, the operating budget reflects a line item for maintenance-buildings and equipment. This line item is intended to cover minor repairs and unexpected defects.

LOCATION MAP



SIGMA ALPHA EPSILON RENOVATION

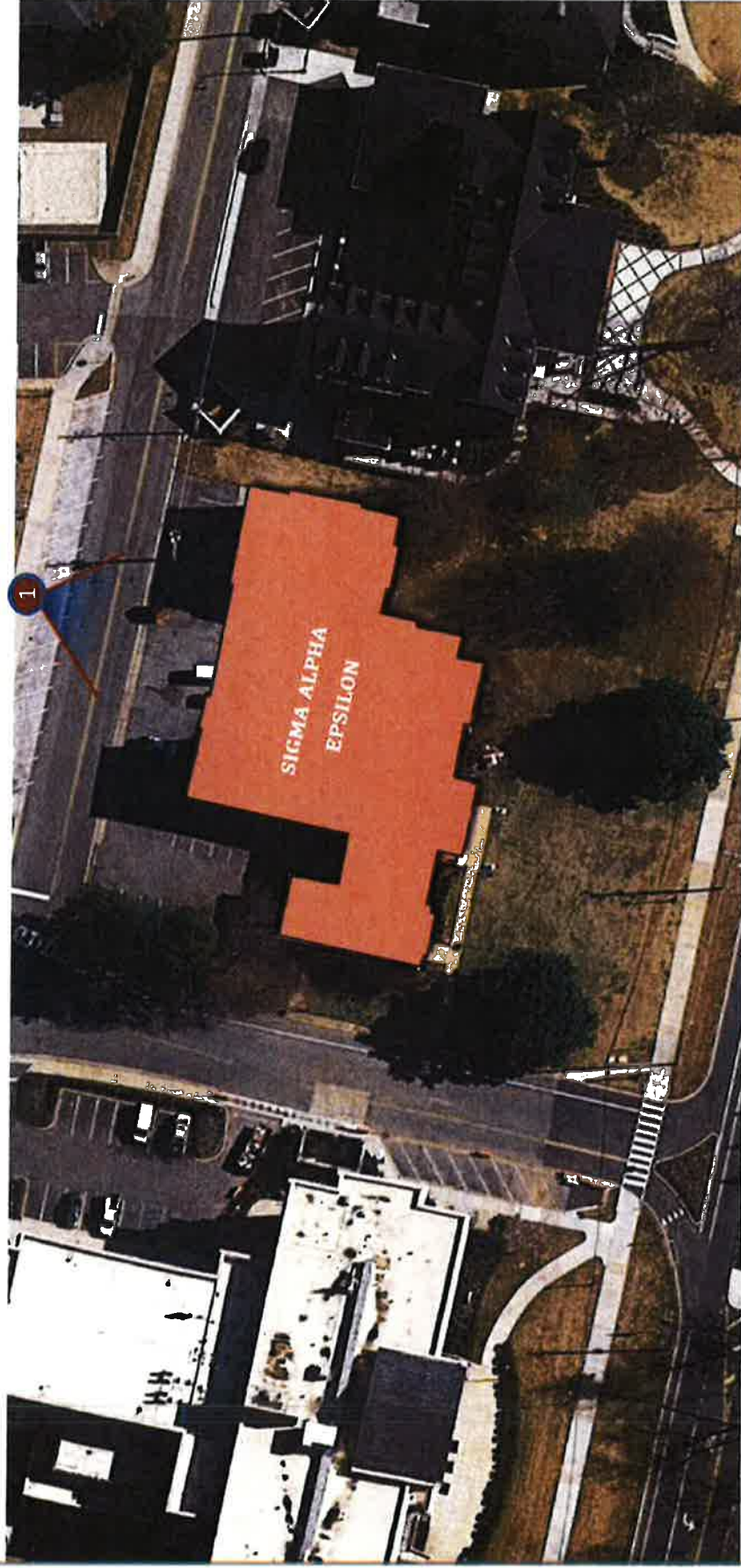
Existing House

(Front Elevation Will Not Be Impacted by Project)



SIGMA ALPHA EPSILON RENOVATION

Vantage Map



SIGMA ALPHA EPSILON RENOVATION

Existing View from 4th Street looking South



SIGMA ALPHA EPSILON RENOVATION

Existing View from 4th Street looking South



SIGMA ALPHA EPSILON RENOVATION

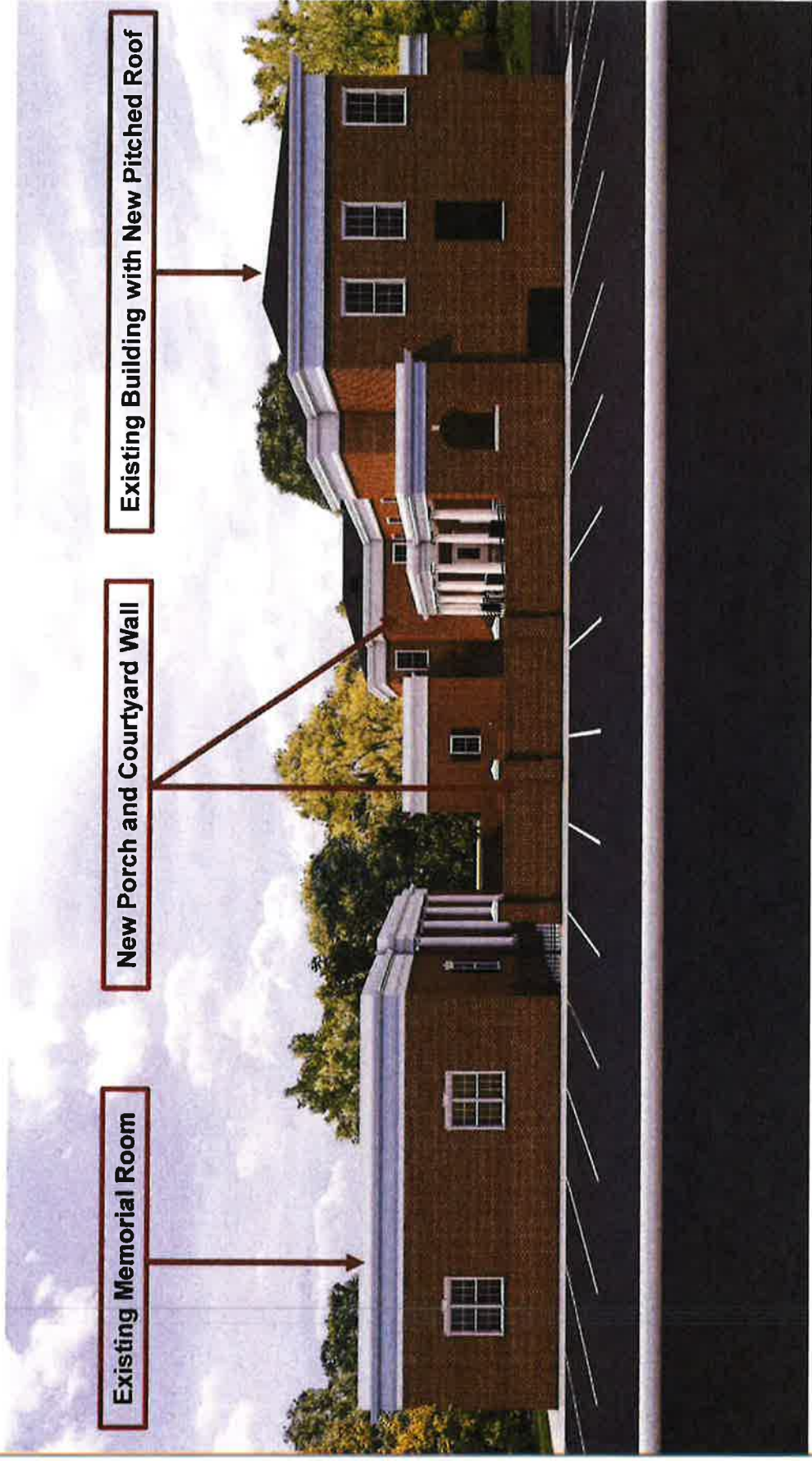
Existing View from 4th Street looking South



SIGMA ALPHA EPSILON RENOVATION

Vantage Point 1

View from 4th Street looking South



SIGMA ALPHA EPSILON RENOVATION

Massing Study

Name of Building	Height from Finish Floor to Roof Ridge	Width	Depth
Sigma Alpha Epsilon	37 feet	140 feet	121 feet
Sigma Phi Epsilon	38 feet	105 feet	150 feet
Phi Kappa Psi	40 feet	132 feet	161 feet
Alpha Tau Omega	50 feet	121 feet	99 feet
Kappa Alpha	50 feet	136 feet	119 feet
Phi Delta Theta	50 feet	146 feet	107 feet
Sigma Chi	40 feet	135 feet	153 feet
Theta Chi	40 feet	136 feet	161 feet
Pi Kappa Phi	47 feet	126 feet	135 feet