

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

**\* Board Submittal Checklist No. 2  
Capital Project – Stage I and II Waiver Submittal /1  
General Information Package and Waiver of Consultant Selection Process /8**

**CAMPUS:** The University of Alabama, Tuscaloosa, Alabama

**PROJECT NAME:** University Hall Addition

**PROJECT NUMBER:** 420-20-2434

**MEETING DATE:** June 3 – 4, 2021

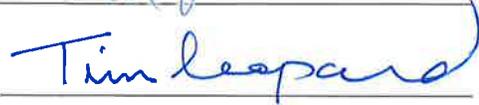
- 1. Completed Board Submittal Checklist No. 2.
- 2. Transmittal Letter to Chancellor from Campus President requesting the project be placed on the agendas for the forthcoming Physical Properties Committee and Board of Trustees (or Executive Committee) meetings.
- 3. Proposed Board Resolution requesting approval of Stage II Submittal (Architect Ranking, Project Scope and Project Budget; authority to proceed with Owner/Architect contract negotiations.
- 4. Campus correspondence/photos providing supporting project information.
- 5. Completed Executive Summary – Proposed Capital Project. /2
- \* 6. Executive Summary – Architect, Engineer Selection process (include Interview Outline). /3, /4, /5
- \* 7. Campus letter requesting approval of the ranking of firms and authority to submit to the Physical Properties Committee for approval – signed by the Chair of the Physical Properties Committee and signed by the UA System Senior Vice Chancellor for Finance and Administration.
- 8. Project Planning Report. /2
- 9. Preliminary Business Plan. /7
- 10. Campus map(s) showing project site.

\*Request for Waiver of the Consultant Selection Process.

Additional information required for Stage I submittal:

- 1. Proposed Board Resolution requesting approval of Stage I Submittal by UA Board of Trustees
- 2. Completed Supplemental Project Information Worksheet – Attachment “K”, Board Rule 415

Prepared By: 

Approved By: 

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

/3 Reference Tab 3K Board Rule 415 Instructional Guide

/4 Reference Tab 3L Board Rule 415 Instructional Guide

/5 Reference Tab 3M Board Rule 415 Instructional Guide

/6 Reference Tab 3N Board Rule 415 Instructional Guide

/7 Reference Tab 3V Board Rule 415 Instructional Guide

/8 After completion of negotiations on Owner/Architect Agreement, provide notification to Chair of the Physical Properties Committee and UA System Senior Vice Chancellor for Finance and Administration. Reference Tab 3-0 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.

May 5, 2021

Chancellor Finis E. St. John IV  
The University of Alabama System  
500 University Boulevard East  
Tuscaloosa, Alabama 35401

Dear Chancellor St. John:

I am pleased to send to you for consideration by the Board of Trustees at its June 3-4, 2021 meeting the following resolution:

- Board Item – University Hall Addition, UA Project No.: 420-20-2434

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

Sincerely,



Stuart R. Bell  
President

Enclosure



## RESOLUTION

### UNIVERSITY HALL ADDITION

WHEREAS, in accordance with Board Rule 415, The University of Alabama (“University”) is requesting The Board of Trustees of The University of Alabama (“Board”) to consider approval of the Stage I submittal for the University Hall Addition project (“Project”) located at 275 Kilgore Lane; and

WHEREAS, the Project entails an approximately 15,067 gross square foot three story addition to the facility to support the relocation of Safe State and other College of Continuing Studies programs so that their operations will be consolidated in one primary facility and to allow for the reallocation of vacated space in other facilities; and

WHEREAS, due to their having served as architect of record for the recent renovation to University Hall and their familiarity and innate knowledge of the existing facility’s structure and systems and user, the University’s standards and their involvement in the programming of this Project in coordination with the existing facility, the University is requesting approval for a Waiver of the Consultant Selection process and to proceed with design utilizing the architectural services of Williams Blackstock Architect, Birmingham, Alabama (WBA); and

WHEREAS, the University has negotiated a design fee of 6.3% of the cost of Construction and Landscaping, less a Credit in the amount of \$25,000; 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 total Project budget is \$8,046,773, and will be funded from the College of Continuing Studies Reserves in the amount of \$4,000,000 and from University Central Reserves in the amount of \$4,046,773; and

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

<b>BUDGET</b>	<b>PRELIMINARY</b>	
Construction	\$	5,458,840
Landscaping	\$	250,000
Furniture, Fixtures and Equipment	\$	840,000
Security/Access Control	\$	75,000
Telecommunication/Data	\$	75,000
Contingency (10%)	\$	570,884
UA Project Management Fee (3%)	\$	188,392
Architect/Engineer Fee-Programming	\$	29,000
Architect/Engineer Fee (~5.86%)	\$	334,657
Commissioning	\$	25,000
Expenses (Geotech, Construction Materials Test)	\$	125,000
Other Fees and Services (testing, advertising, printing)	\$	75,000
<b>TOTAL PROJECT BUDGET</b>	<b>\$</b>	<b>8,046,773</b>

\*Contingency is based on 10% of the costs of Construction and Landscaping.

\*\*UA Project Manager Fee is based on 3% of the costs of Construction, Landscaping, and Contingency.

\*\*\*Architect/Engineer Fee is based on 6.3% of the cost of Construction and Landscaping, less a Credit in the amount of \$25,000.

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 preliminary budget for the Project as stipulated above is hereby approved.

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 of the University be, and each hereby is, authorized to act for and on behalf of the Board to execute an architectural agreement with Williams Blackstock Architects, of Birmingham, Alabama, in accordance with Board Rule 415 for this Project.

May 4, 2021

To: Stuart R. Bell

From: Matthew M. Fajack



Subject: Board Item – Action: Stage I and II Waiver submittals:  
University Hall Addition  
UA Project #: 420-20-2434

Pursuant to Board Rule 415, The University of Alabama (“University”) is requesting approval from The Board of Trustees of The University of Alabama (“Board”) of a Stage I submittal for the University Hall Addition Project (“Project”) located at 275 Kilgore Lane on the former Bryce campus.

The proposed Project is for the College of Continuing Studies and will include a 15,067 gross square feet (GSF) addition to the south façade of the existing building to support an enhanced training, meeting and conference atmosphere for current and future students and right-size the operational and support space needs appropriate for the building and the users. The addition will tie into the existing building for egress and many core functions, with the intent to provide a modern fit-out character while precisely adhering to the existing exterior architecture and façade materials.

Additionally, the University is requesting a Waiver of the Consultant Selection Process for the proposed Project. The University proposes to utilize Williams Blackstock Architect, Birmingham, Alabama (WBA), as the principal design firm for this Project. The services of WBA are proposed due to the firm having served as architect of record for the recent renovation to University Hall, their familiarity and innate knowledge of the existing facility’s structure and systems and user, University’s standards, and their involvement in the programming of this Project in coordination with the existing facility. Accordingly, the University is requesting approval to utilize Williams Blackstock Architects for this Project.

Furthermore, the University has negotiated a design fee of 6.3% of the cost of Construction and Landscaping, less a Credit in the amount of \$25,000 for the Project. This fee is consistent with the Alabama Building Commission fee schedule and represents a negotiated savings of \$25,000 or approximately 6.95%. The University is requesting acceptance of this negotiated fee.

University Hall Addition  
May 4, 2021  
Page 2

The total cost of the Project is \$8,046,773 and will be funded from the College of Continuing Studies Reserves in the amount of \$4,000,000 and from University Central Reserves in the amount of \$4,046,773.

The 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 Letter of Approval from the Senior Vice Chancellor for Finance and Administration and Chair of the Physical Properties Committee, Resolution, Executive Summary, Project Summary, Project Planning Report, Attachment K, 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 June 3 – 4, 2021.

MF/ccj

pc w/atchmnts: Michael Rodgers  
Michael Lanier  
Tim Leopard  
Garnette Hatchett

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

Meeting Date: June 3 – 4, 2021

**CAMPUS:** The University of Alabama, Tuscaloosa, Alabama

**PROJECT NAME:** University Hall Addition

**PROJECT NUMBER:** 420-20-2434

**PROJECT LOCATION:** 275 Kilgore Lane

**ARCHITECT:** Requesting in this Submittal

<b>THIS SUBMITTAL:</b>	<b>PREVIOUS APPROVALS:</b>
<input checked="" type="checkbox"/> Stage I	_____
<input checked="" type="checkbox"/> Stage II, Waiver	_____

<b>PROJECT TYPE</b>	<b>SPACE CATEGORIES</b>	<b>PERCENTAGE</b>	<b>GSF</b>
<input checked="" type="checkbox"/> Building Addition	Office	62%	9,342
	Office Service	6%	925
	Conference Room	1%	253
	Meeting Room	4%	457
	Central Computer or Telecommunications	1%	223
	Unit Storage	5%	695
	Unclassified Facilities	21%	3,172
<b>TOTAL</b>		<b>100%</b>	<b>15,067</b>

<b>BUDGET</b>	<b>Preliminary</b>
Construction	\$ 5,458,840
Landscaping	\$ 250,000
Furniture, Fixtures, and Equipment	\$ 840,000
Security/Access Control	\$ 75,000
Telecommunications/Data	\$ 75,000
Contingency (10%)	\$ 570,884
UA Project Management Fee (3%)	\$ 188,392
Architect/Engineer Fee-Programming	\$ 29,000
Architect/Engineer Fee (~5.86%)	\$ 334,657
Commissioning	\$ 25,000
Expenses (Geotech, Construction Materials Testing)	\$ 125,000
Other Fees and Services (testing, advertising, printing)	\$ 75,000
<b>TOTAL PROJECT COST</b>	<b>\$ 8,046,773</b>

\*Contingency is based on 10% of the costs of Construction and Landscaping.

\*\*UA Project Management Fee is based on 3% of the cost of Construction, Landscaping, and Contingency.

\*\*\* Architect/Engineer Fee is based on 6.3% of the costs of Construction and Landscaping, less a Credit in the amount of \$25,000.

<b>ESTIMATED ANNUAL OPERATING AND MAINTENANCE (O&amp;M) COSTS:</b>	
(Utilities, Housekeeping, Maintenance, Insurance, Other)	
(15,067 x ~\$7.66/sf)	\$ 115,344
<b>Total Estimated Annual O&amp;M Costs: \$ 115,344</b>	

<b>FUNDING SOURCE:</b>	
College of Continuing Studies Reserves	\$ 4,000,000
University Central Reserves	\$ 4,046,773
O&M Costs:	\$ 115,344

<b>NEW EQUIPMENT REQUIRED</b>	
<b>Total Equipment Costs: N/A</b>	

**RELATIONSHIP AND ENHANCEMENT OF CAMPUS PROGRAMS**

The proposed University Hall Addition project (“Project”) will support an enhanced training, meeting and conference atmosphere for current and future students and right-size the operational and support space needs appropriate for the building and the users.

Approximately 1,884 Square Feet (SF) on the first floor of University Hall will be vacated by relocating these Groups to the third floor of the addition. This move will provide the College of Continuing Studies (CCS) with the ability to expand faculty development efforts on the first floor, particularly related to improving the quality of instruction when distance learning is required and potentially creating a Center for Teaching and Learning in the future. The move will also free up 550 SF of existing office space on the third floor of University Hall.

This space will allow for the relocation of Safe State from Martha Parham West so that space may be reallocated and to bring all members of the CCS College Relations group into the Dean’s Office suite.

**Project Summary**  
**UNIVERSITY HALL ADDITION**

The University Hall Addition project ("Project") will increase space capacity on campus and consist of a three-story addition to University Hall aligned with the South facade of the existing building containing approximately 15,067 gross square feet (GSF). The addition will tie into the existing building for egress and many core functions, with the intent to provide a modern fit-out character to support an educational environment. The addition will respect the historical character of the original 1938 three-story building and its single-story annex, while enforcing and extending the character and image of The University of Alabama ("University") on the former Bryce campus.

The proposed addition will support an enhanced training, meeting and conference atmosphere for current and future students and right-size the operational and support space needs appropriate for the building and the users. An existing University Hall first floor training space, located adjacent to the proposed addition with seating capacity of approximately (49) persons, will be utilized for SafeState training programs. An existing third floor University Hall conference room will be available for use by the occupants of the addition by replacing a window with a door opening into the addition.

Approximately 1,884 Square Feet (SF) on the first floor of University Hall will be vacated by relocating the College of Continuing Studies' (CCS) Financial Services, Human Resources and Registration Services, and Administrative Support Staff Member for the University Faculty Senate groups ("Groups") to the third floor.

This move will provide CCS with the ability to expand faculty development efforts on the first floor, particularly related to improving the quality of instruction when distance learning is required and potentially creating a Center for Teaching and Learning in the future. The move will also free up 550 SF of existing office space on the third floor of University Hall. This space will allow for the relocation of Safe State from Martha Parham West so that space may be reallocated and to bring all members of the CCS College Relations group into the Dean's Office suite.

The Project will also include huddle rooms, a conference room, lobby, reception area, file/copy rooms, workroom/student stations, equipment/material storage areas, three corridor connections to the addition from University Hall, a data room, mechanical/electrical rooms, and stairwells.



University of Alabama System  
500 University Boulevard East  
Tuscaloosa, AL 35401  
205.348.6432

April 28, 2021

**MEMORANDUM**

**TO:** Dr. Dana Keith, Senior Vice Chancellor for Finance and Administration  
Trustee Karen Brooks, Chairwoman, Physical Properties Committee

**FROM:** Michael Rodgers

**SUBJECT:** Board Rule 415 Waiver  
Architect/Engineer Selection Process  
University Hall Addition @ UA

Dr. Keith and Trustee Brooks:

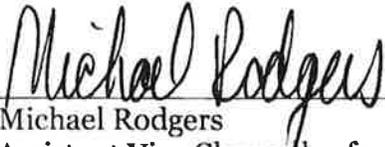
Board Rule 415 provides a detailed process for the selection and approval of Architects, Engineers, and construction professionals. Campus officials are required to appoint a Selection Committee which, after careful review of all qualified firms, is to submit a ranking of the most qualified professionals to the Physical Properties Committee for approval and authorization to negotiate a Consulting Agreement.

You will find attached a request to waive this Consultant Selection Process on the above referenced project. The University would like to contract with Williams Blackstock Architects (WBA) of Birmingham, AL based on the following:

- 1.) **Familiarity with the Project.** WBA is being proposed as the designer for this Project based on their substantial existing knowledge of the Project. WBA served as the architect of record on the recent University Hall Renovation and Studio Fit-out projects completed in 2019. This foundation of familiarity and knowledge of the existing users and programs, the existing building’s infrastructure and systems, and the University’s design guidelines and standards will facilitate an efficient design process and ensure effective Project coordination.
  
- 2.) **Financial Impact.** The University has negotiated a design fee of 6.3% of the cost of construction (estimated at \$5,708,840.00), or \$359,657.00, with fee reductions of \$20,000.00 for previous related work on the Project and \$5,000.00 for Interior Design services (by UA F&D). This reflects a savings of approximately 7% off the standard (ABC) fee for this type of project. The total estimated fee is \$334,657.00.

I have reviewed this request and the associated documentation and recommend approval by the Senior Vice Chancellor and the Chairwoman of the Physical Properties Committee. Thereafter, campus officials will be authorized to proceed in negotiating a Consultant Agreement with the preferred firm.

Sincerely,

A handwritten signature in cursive script that reads "Michael Rodgers". The signature is written in black ink and is positioned above a horizontal line.

Michael Rodgers  
Assistant Vice Chancellor for Construction Management

April 27, 2021

Dr. Dana S. Keith  
Senior Vice Chancellor for Finance and Administration  
Sid McDonald Hall  
500 University Boulevard, East  
Tuscaloosa, AL 35401

Trustee Karen Brooks  
Chair, Physical Properties Committee  
2555 14<sup>th</sup> Street, East  
Tuscaloosa, AL 35404

RE: Request for Waiver of Consultant Selection Process  
University Hall Addition  
UA Project No.: 420-20-2434

Dear Dr. Keith and Trustee Brooks,

The University of Alabama ("University") is requesting a Waiver of the Consultant Selection Process for the University Hall Addition project ("Project") to be located at 275 Kilgore Lane.

The University proposes to utilize Williams Blackstock Architects, Birmingham, Alabama (WBA), as the principal design firm for this Project. The services of WBA are proposed due to the firm having served as architect of record for the recent University Hall Renovation and their familiarity and innate knowledge of the users and programs and the existing facility's structure and systems, the University's standards, and their involvement in the programming of this Project in coordination with the existing facility. Accordingly, the University is requesting approval to utilize Williams Blackstock Architects for this Project.

Furthermore, the University has negotiated a final design fee of 6.3% of the cost of construction, less a credit in the amount of \$20,000 for WBA's familiarity with the facility and recent renovation conditions, and less a credit in the amount of \$5,000 for interior design services performed by the University. The total credit reflects a 7% reduction off the standard basic fee for this type of project (Group III). While the Project entails an addition and tie ins to an existing facility, no renovation factor is proposed due to WBA's recent experience with and knowledge of the facility.

Cost of the Work		Percentage Fee for Building Group III		Credits		Fee
\$5,708,840	x	6.3%	-	0	=	\$359,657
\$5,708,840	x	6.3%	-	\$25,000	=	\$334,657

**Fee savings is \$25,000 or approximately 7% of the standard fee for the Project.**

Approval is hereby requested for:

1. Waiver of the Consultant Selection process.
2. Williams Blackstock Architects, of Birmingham, Alabama, as the design service provider for the Project at a negotiated design fee based on 6.3% of the cost of construction, less total credits in the amount of \$25,000.
3. Submittal to the Physical Properties Committee for review and approval.

This Project was previously reflected in Tab 1 of the 2020 Annual Consolidated Capital Projects and Facilities Report and, for your convenience, a Project Summary has been attached providing additional information. If you have any questions or concerns, please feel free to contact me.

Sincerely,



Matthew M. Fajack  
 Vice President for Finance and Operations  
 and Treasurer

MMF/ccj

Attachment

Pc w/atcmts: Michael Rodgers  
 Mike Lanier  
 Tim Leopard  
 Garnette Hatchett

\*\*\*\*\*

Recommended for Approval

Not Recommended for Approval. Submit to Physical Properties Committee

DocuSigned by:  
*Dana S Keith*

9C2EFD005B6C48D  
Dr. Dana S. Keith, Senior Vice Chancellor for Finance and Administration

\*\*\*\*\*

Recommended for Approval

Not Recommended for Approval. Submit to Physical Properties Committee

DocuSigned by:  
*Karen P. Brooks*

C91D5FAE117445D  
Trustee Karen Brooks, Chair for Physical Properties Committee

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THE UNIVERSITY OF ALABAMA SYSTEM  
PROJECT PLANNING REPORT  
DATE: June 3 – 4, 2021

X Initial Report  
\_\_\_ Interim Report  
\_\_\_ Final Report  
1 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 Hall Addition  
2. LOCATION: 275 Kilgore Lane  
3. ARCHITECT/ENGINEER: Requesting in this submittal

PROJECT STATUS:

A. SCHEMATIC DESIGN	DATE INITIATED	April 2020
	% COMPLETE	50%
	* DATE COMPLETED	June 2021
B. PRELIMINARY DESIGN	DATE INITIATED	June 2021
	% COMPLETE	0%
	* DATE COMPLETED	September 2021
C. CONSTRUCTION DOCUMENTS	DATE INITIATED	September 2021
	% COMPLETE	0%
	* DATE COMPLETED	November 2021
D. SCHEDULED BID DATE		December 2021

4. PROJECT BUDGET

	PRELIMINARY
A. Construction	\$ 5,458,840
B. Landscaping	\$ 250,000
C. Furniture, Fixtures and Equipment	\$ 840,000
D. Security/Access Control	\$ 75,000
E. Telecommunication/Data	\$ 75,000
F. Contingency* (10%)	\$ 570,884
G. UA Project Management Fee** (3%)	\$ 188,392
H. Architect/Engineer Fee-Programming	\$ 29,000
I. Architect/Engineer Fee*** (~5.86%)	\$ 334,657
J. Commissioning	\$ 25,000
K. Expenses (Geotech, Construction Materials Test)	\$ 125,000
L. Other Fees and Services (testing, advertising, printing)	\$ 75,000
<b>M. PROJECT TOTAL COST</b>	<b>\$ 8,046,773</b>

\*Contingency is based on 10% of the costs of Construction and Landscaping.

\*\*UA Project Management Fee is based on 3% of the costs of Construction and Landscaping.

\*\*\*Architect/Engineer Fee is based on 6.3% of the costs of Construction and Landscaping, less a Credit in the amount of \$25,000.

5. FUNDING /RESOURCES: College of Continuing Studies Reserves – \$4,000,000

6. REMARKS University Central Reserves – \$4,046,773

\*FINAL AGENCY APPROVAL

SUBMITTED BY: Tim Lepore

**Attachment K to Board Rule 415  
Supplemental Project Information Worksheet  
Annual Capital Development Plan  
FY: 2020-2021**

**Project Name/Category:** University Hall Addition  
275 Kilgore Lane  
**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	<u>0.09%</u>	% increase	<u>15,067</u>	GSF
<input type="checkbox"/> Replace Space Inventory	<u>                    </u>	% replacement	<u>                    </u>	GSF
<input type="checkbox"/> Renovation of Existing Space Only			<u>                    </u>	GSF

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

Comments:

The University of Alabama's ("University") SafeState (SafeState) is currently housed in Martha Parham West (Parham West). Parham West is proposed to be renovated resulting in displacement of SafeState. The vacated space will be renovated to bring up to University standards and Code and will be evaluated to determine how to best use the space.

Approximately 1,884 Square Feet (SF) on the first floor of University Hall will be vacated by relocating the College of Continuing Studies' (CCS) Financial Services, Human Resources and Registration Services, and Administrative Support Staff Member for the University Faculty Senate groups ("Groups") to the third floor.

This move will provide CCS with the ability to expand faculty development efforts on the first floor, particularly related to improving the quality of instruction when distance learning is required and potentially creating a Center for Teaching and Learning in the future. The move will also free up approximately 550 SF of existing University Hall third floor office space to provide an office for the administrative support staff member for the UA Faculty Senate (currently in Martha Parham West with UA SafeState) and to bring all members of the CCS College Relations group into the Dean's Office suite.

3. Is the proposed Project location consistent with the Campus Master Plan and University Design Standards and the principles contained therein?

Yes  No, Campus Master Plan Amendment Required

If Campus Master Plan amendment required, explain:

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

Proposed New Space/Facilities				
Classification	Number (Spaces/Rooms)	Capacity (Persons)	Area (GSF)	Existing Space Utilization Data (See Notations)
310 Office	49	49	9,342	92%
315 Office Service	1	0	925	
350 Conference Room	1	16	253	25%
680 Meeting Room	5	20	457	40%
710 Central Computer or Telecommunications	2	0	223	
780 Unit Storage	3	0	695	100%
000 - Unclassified Facilities		0	3,172	100%

Comments/Notations:

The utilization numbers are for CCS space in Martha Parham West (where they are relocating Safe State from) and the existing University Hall.

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

Estimated new Funds from Tuition/Programs                    \$    292,250    Yr.

Comments:

Estimated new program funds are anticipated to be received from:

1. An increased efficiency by not having to rent training space with the ability to host all training in one location.
2. An increased capacity in training programs because of an adequately sized space to work.
3. An increase in on-line revenue from training programs developed in collaboration with other College of Continuing Studies staff.

**6. Has a facility user group been established to provide input for planning, programming, and design purposes?     Yes     In Progress**

If yes, list key members of user group:

Jonathon Halbesleben, PhD, Dean, College of Continuing Studies (CCS)

Sharon Jones, Administrative Specialist, UA SafeState, CCS

Donald Elswick, Executive Director of Environmental & Industrial Programs (DEIP) and SafeState Directors Office, CCS

Kelly Wolfe, Assistant Director, Audiovisual and Project Management, CCS

Erica Gambrell, Director of Financial Affairs, Financial Affairs, CCS

Glenda Leasor, Budget Coordinator, CCS

Garnette Hatchett, Senior Project Manager

Comments:

Additional input will be solicited from University SafeState staff as needed to address specific issues (e.g., equipment storage needs, training space needs).

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

<b>Source(s)</b>	<b>New Funds (FY _____)</b>	<b>Reserves</b>	<b>Status /7</b>
College of Continuing Studies Reserves		\$4,000,000	Pending
University Central Reserves		\$4,046,773	Pending
<b>Totals</b>		<b>\$8,046,773</b>	<b>Pending</b>

/7 Approved, Allocated, Pending

Comments:

The proposed Project will be funded from College of Continuing Studies Reserves in the amount of \$4,000,000 and from University Central Reserves in the amount of \$4,046,773.

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

<b>Operations and Maintenance (O&amp;M) Annual Costs Projections</b>			
<b>Expense</b>	<b>FY 2020-2021 Base Data /8</b>	<b>First Full /YR Occupancy FY 2022</b>	<b>Successive Five (5) Year Projections /9</b>
Maintenance	\$ 30,347	\$ 30,711	\$ 159,171
Elevator Service	\$ 4,522	\$ 4,576	\$ 23,717
Building Repairs	\$ 10,115	\$ 10,237	\$ 53,057
Custodial	\$ 26,464	\$ 31,151	\$ 138,805
Electric, Natural Gas, Steam	\$ 33,340	\$ 33,740	\$ 174,870
Chilled Water			
Water and Sewer	\$ 1,908	\$ 1,931	\$ 10,010
Insurance	\$ 1,532	\$ 1,550	\$ 8,035
Safety & Support	\$ 1,204	\$ 1,218	\$ 6,314
Operations Staff Support Funding	\$ 227	\$ 230	\$ 1,190
<b>Totals</b>	<b>\$ 109,659</b>	<b>\$ 115,344</b>	<b>\$ 575,169</b>

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

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

Comments:

Data was obtained from the following University Departments: Energy Management, Electrical Maintenance, Facilities Management, Environmental Health and Safety, and Risk Management. O&M costs are projected for the increased usage and added equipment loads within the addition.

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

Source(s)	Occupancy Yr. /9 (FY 2022)	Future Years /10	Status /7
Other	\$115,344	\$575,169	Pending
<b>Total/YR</b>	<b>\$115,344</b>	<b>\$575,169</b>	<b>Pending</b>

- /9 Initial Full Yr. of Occupancy
- /10 Next Five (5) Yrs. Occupancy
- /11 Funds Reallocated from other sources
- /7 Approved, allocated, pending

Comments:

Ongoing O&M costs will be paid from the University’s annual operating budget.

10. **Are development expenditures for this Project being used to reduce the current deferred maintenance/facilities renewal liabilities for the Campus?**

\$ 0 N/A % of Total Development Costs

Comments:

Not Applicable- addition to existing, new building and no associated current deferred maintenance liability.

11. **What other development alternatives were considered in the planning process for this Project?**

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

Comments:

Renovation of other spaces on campus was considered; however, those spaces would not have been large enough to support the University’s SafeState training programs and would not have been in close proximity to other programs in CCS, which would negatively impact collaboration and teamwork. Consideration of renovation of a building adjacent to University Hall was also considered. It was determined that it would not be as cost effective as the proposed addition and would provide less space with a less-optimal design. Leaving the University SafeState program in Martha Parham West would have meant they were not in close proximity to the rest of the College of Continuing Studies and would continue to rely on other spaces on campus for training. The space in Martha Parham West can be utilized in much more efficient ways if University SafeState relocates to the proposed space.

**12. Explain how the project will promote adequacy of campus facilities in relation to the University's Mission and scope of programs and/or services:**

Comments:

University SafeState advances the intellectual and social condition of the people of Alabama by (1) translating knowledge about safety, health, and environmental programs into consultations that identify safety, health, and environmental hazards and by (2) disseminating knowledge about safety, health, and environmental hazards and regulations through consultations and training programs. This Project will help University SafeState enhance the ability to support University's mission by enhancing training space, improving accessibility of services to organizations (by relocating the program to a more accessible part of campus), and increase their efficiency by consolidating training operations to a single building on campus.

This Project will also improve the quality of our teaching programs by creating additional space for the College of Continuing Studies to provide faculty development.

**13. How does the project correlate to the University's strategic goals?**

Comments:

This Project addresses the University's Strategic Plan Goals 1 and 2.

Goal 1: This Project creates needed space for the College of Continuing Studies to provide necessary enhancements to faculty development programs to better prepare faculty to teach, particularly in online environments, and be prepared for future disruptions of normal instruction. This Project ensure that the University can continue to provide a premier undergraduate and graduate education, regardless of future disruptions.

Goal 2: The University's SafeState program helps to improve the economic and societal well-being by helping small businesses avoid catastrophic employee injuries, OSHA violations, and environmental violations that could devastate a small business. Their training programs also improve economic and societal development by continually developing the safety, health, and environmental workforce. This project will help the University's SafeState enhance their ability to support University's strategic goals by enhancing their training space and, improving accessibility of their services to organizations (by relocating the program to a more accessible part of campus).

**14. Which of the six University of Alabama System Core Principles does this project support?**

Comments:

1. Assure that everything we do is for the purpose of improving the lives and health of the citizens of the State of Alabama.

The University's SafeState program directly improves the lives and health of the citizens of Alabama by providing consultative services to organizations around the State about safety, health, and environmental hazards in organizations. For example, in Fiscal Year 2019, they conducted 355 onsite visits statewide, identified 1,597 hazards (of which 1,341 were classified as "serious"). All hazards identified were verified as corrected and abated.

2. Make higher education accessible and diverse, prepare our students for success, and meet the workforce needs of the State.

The additional space for faculty development will improve the quality of teaching at the University, including the quality of teaching online, such that it will better prepare our students for success.

The University's SafeState program fulfills important workforce needs in the state through their training programs. They provide necessary training to OSHA trainers, construction contractors and subcontractors, electrical workers, and a variety of employees whose jobs require oversight of safety, health, and environmental issues. In Fiscal Year 2019, they provided training to over 11,000 students through in-person and online programs. Enhancing their training space will allow them to reach more students. The new space is also in closer proximity to other support services in the College of Continuing Studies (e.g., instructional designers for online courses) that will increase the number of students they can reach.

4. Work to lead a unified approach to improving education at every level in Alabama.

The College of Continuing Studies supports educational programs that serve those in grades 7 through graduate school. This project will provide additional space for faculty development across that spectrum, supporting a unified approach to improving education across levels.

5. Work to help lead a unified approach to improving the economy, opportunities, and comprehensive health care for all citizens of Alabama.

The UA SafeState program helps to improve the economy of Alabama by helping small businesses avoid catastrophic employee injuries, OSHA violations, and environmental violations that could devastate a small business. Locating their space to a more accessible part of campus will improve their ability to work with small businesses.

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

Comments:

Not approving the Project would constrain the University's plan to relocate the Registrar's office from Student Services so that the Intercultural Diversity Center can be developed, and to centralize student counseling and wellness activities in Martha Parham West. In addition, it would limit SafeState's ability to expand training programs and would require continued inefficient operation by delivering training programs in on-campus spaces. Non-approval would further limit the available space the College of Continuing Studies has available to enhance faculty development to improve teaching and learning.

# UNIVERSITY HALL ADDITION

Proposed Site





# UNIVERSITY HALL ADDITION

## LOCATION MAP

