### UNIVERSITY OF ALABAMA SYSTEM BOARD RULE 415 BOARD SUBMITTAL CHECKLIST CRITERIA

BOARD SUBMITTAL CHECKLIST NO. 2 CAPITAL PROJECT - STAGE II SUBMITTAL /1 (Architect Ranking, Project Scope and Project Budget) /8

**CAMPUS:** 

The University of Alabama, Tuscaloosa, Alabama

PROJECT NAME: University Boulevard Drive-Through Retail

MEETING DATE: November 3-4, 2022

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1. Board Submittal Checklist No. 2

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2. Transmittal Letter to Chancellor from Campus President requesting project be placed on the agendas for the forthcoming Physical Properties Committee and Board of Trustees (or Executive Committee) Meetings

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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) by the Board of Trustees

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4. Executive Summary – Proposed Capital Project /2

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5. Executive Summary – Architect, Engineer, Selection Process (include Interview Outline). /3, /4, /5

1

6. Campus letter requesting approval of the ranking of firms and authority to Submit to the Physical Properties Committee for approval – signed by Chair of the Physical Properties Committee and UA System Senior Vice Chancellor for Finance and Administration <sup>/6</sup>

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7. Preliminary Business Plan (if applicable) <sup>/7</sup>

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8. Campus map(s) showing project site

Prepared by:

**Brittany Kyles** 

Approved by: Tim loop and

Reference Tab 3H – Board Rule 415 Instructional Guide

Reference Tab 3E – Board Rule 415 Instructional Guide

Reference Tab 3K – Board Rule 415 Instructional Guide

Reference Tab 3L – Board Rule 415 Instructional Guide

Reference Tab 3M – Board Rule 415 Instructional Guide
Reference Tab 3N – Board Rule 415 Instructional Guide

Reference Tab 3N – Board Rule 415 Instructional Guide Reference Tab 3V – Board Rule 415 Instructional Guide

After Completion of negotiations on Owner/Architect Agreement, provide notification to Chair of Physical Properties Committee and Senior Vice Chancellor for Finance & Administration, Reference Tab 3-O-Board Rule 415, Instructional Guide



September 28, 2022

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 approval under Board Rule 415 the attached documents for a Stage II submittal for the University Boulevard Drive-Through Retail project.

The resolution requests authorization to negotiate an Owner Designer Agreement with CMH Architects of Birmingham, Alabama, as the principal design firm for the project.

The item has been thoroughly reviewed and has my endorsement. With your concurrence, I ask that it be added to the agenda for The Board of Trustees at their regular meeting on November 3-4, 2022.

Sincerely

Stuart R. B President

Enclosure



### RESOLUTION

### University Boulevard Drive-Through Retail

WHEREAS, on April 8<sup>th</sup>, 2022, in accordance with Board Rule 415, The Board of Trustees of The University of Alabama ("Board") approved a Stage I submittal for the University Boulevard Drive-Through Retail project ("Project") to be located at 225 University Boulevard East, Tuscaloosa, AL; and

WHEREAS, the Project will allow The University of Alabama ("University") to better serve the growing University community with drive-through only retail service, located in a highly accessible and trafficked area of campus; and

WHEREAS, the existing lot is accessible and vacant, and the proposed use is deemed the most appropriate and is consistent with the retail and commercial nature of the area; and

WHEREAS, the Consultant Selection Committee, appointed by the University has completed Part 1 of the Consultant Selection Process in accordance with Board Rule 415 and negotiations for the Project will be conducted with the top ranked firm following Board approval as follows:

Ranking of Top Firms:

1. CMH Architects, Birmingham, Alabama

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 the University Food Service Reserves in the amount of \$2,500,000; and

WHEREAS, the budget for the Project remains as stipulated below:

BUDGET:	CURRENT
Construction- Site Package	\$ 350,000
Construction- Building Package	\$ 1,273,377
Landscaping	\$ 50,000
Furniture, Fixtures and Equipment	\$ 350,000
Security/Access Control	\$ 35,000
Telecommunication/Data	\$ 50,000
Contingency* (5.0%)	\$ 83,669
UA Project Management Fee** (3.0%)	\$ 52,711
Architect/Engineer Fee*** (7.0%)	\$ 122,993
Other ****	\$ 132,250
TOTAL PROJECT COST	\$ 2,500,000

<sup>\*</sup>Contingency is based on 5.0% of the costs of the Construction packages and Landscaping. \*\*UA Project Management Fee is based on 3.0% of the costs of the Construction packages, Landscaping and Contingency.

NOW, THEREFORE, BE IT RESOLVED by The Board of Trustees of The University of Alabama 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 be, and each hereby is, authorized to act for and on behalf of the Board to negotiate an owner designer agreement with CMH Architects, Birmingham, Alabama, for architectural services in accordance with Board Rule 415 for this Project.

<sup>\*\*\*</sup>Architect/Engineer Fee is based on 7.0% of the costs of the Construction packages and Landscaping, plus \$5,857 in reimbursable expenses.

<sup>\*\*\*\*</sup> Other expenses include Geotech, Construction Materials Testing, Inspections, Advertising, Printing, and other associated project costs, as applicable.

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

<b>MEETING DATE:</b>	November 3-4, 2022	2	
<b>CAMPUS:</b>	The University of A	labama, Tuscaloosa, Alabama	
PROJECT NAME:	University Boulevar	d Drive-Through Retail	
PROJECT NUMBER:	339-22-2964		
PROJECT LOCATION:	225 University Boul	evard East, Tuscaloosa, AL	
ARCHITECT:	To Be Determined		
THIS SUBMITTAL:		PREVIOUS APPROVALS:	
☐ Stage I		April 8, 2022	
⊠ Stage II			
☐ Campus Master Plan Ar	mendment		
☐ Stage III			
☐ Stage IV			
PROJECT TYPE	SPACE CATEGORIES	PERCENTAGE	GSF
☑ Building Construction	General Use Facilities	~ 100%	1,000

**TOTAL** 

☐Building Addition

☐Building Renovation

□Equipment

100%

1,000

BUDGET	Current
Construction- Site Package	\$ 350,000
Construction- Building Package	\$ 1,273,377
Landscaping	\$ 50,000
Furniture, Fixtures and Equipment	\$ 350,000
Security/Access Control	\$ 35,000
Telecommunication/Data	\$ 50,000
Contingency* (5%)	\$ 83,669
UA Project Management Fee** (3%)	\$ 52,711
Architect/Engineer Fee*** (7%)	\$ 122,993
Other ****	\$ 132,250
TOTAL PROJECT COST	\$ 2,500,000
Construction Cost per square foot: \$1,707	

<sup>\*</sup>Contingency is based on 5% of the costs of Construction Packages and Landscaping.

\*\*\*\* Other expenses include Geotech, Construction Materials Testing, Inspections, Advertising, Printing, and other associated project costs, as applicable.

ESTIMATED ANNUAL OPERATING AND MAINTENANCE (O&M) COSTS:	
(Utilities, Housekeeping, Maintenance, Insurance, Other) 1,000 sf x ~\$41.14/sf	\$ 41,143
Total Estimated Annual O&M Costs:	*41,143

<sup>\*</sup>this amount will be reimbursed to Dining Operations through the Aramark contract

	University Food Service Reserves \$	2,500,000
O&M Costs:	Food Service Operations \$	41,143

<sup>\*\*</sup>UA Project Management Fee is based on 3% of the costs of the Construction packages, Landscaping, and Contingency.

<sup>\*\*\*</sup>Architect/Engineer Fee is based on 7% of the costs of the Construction packages and Landscaping, plus \$5,857 in reimbursable expenses.

### **PROJECT SCOPE:**

The retail facility on University Boulevard will consist of the construction of a new Starbucks drive-through facility to serve the University community.

This Project will be a 1,000 square foot Starbucks coffee facility, with drive-through service only. The building will be a one-story, traditional appearance Starbucks designed to serve customers through the drive-through window and with an alternative pick-up option for customers who choose to order via Starbucks mobile ordering app. There is no interior café.

The facility will include an appropriate surface lot, drive-through queueing, loading dock, and service facilities to support the venue.

The lot is currently vacant and highly accessible, and the proposed use is consistent with the retail and commercial nature of the area.

PROJECT STATUS		
SCHEMATIC DESIGN:	Date Initiated % Complete Date Completed	October 2022 0% November 2022
PRELIMINARY DESIGN:	Date Initiated % Complete Date Completed	December 2022 0% January 2023
CONSTRUCTION DOCUMENTS:	Date Initiated % Complete Date Completed	February 2023 0% April 2023
SCHEDULED BID DATE:		April 2023

<sup>\*</sup>N/A on Stage I Projects

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

### RELATIONSHIP AND ENHANCEMENT OF CAMPUS PROGRAMS

The number of on and off campus students has increased the demand for a convenient beverage and snack option on the edge of campus near fraternity houses and campus buildings.

The Project will be strategically located near Newk's and Arby's. As these local restaurants are established, the existing clientele will benefit the new facility. The University Boulevard facility will have a higher morning demand, anticipated to reach up to 500 patrons a day. This addition will help lessen the overflow and traffic congestion at the existing Starbucks retail on Bryant Drive.



September 27, 2022

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: Consultant Selection Process – Part 1

University Boulevard Drive-Through Retail

UA Project #: 339-22-2964

Dear Dr. Keith and Trustee Brooks,

Pursuant to Board Rule 415, on April 8, 2022, The Board of Trustees of The University of Alabama ("Board") approved the Stage I submittal for the University Boulevard Drive-Through Retail Project ("Project") to be located at 225 University Boulevard East, Tuscaloosa, AL, at a preliminary total Project budget of \$2,500,000.

Pursuant to Board Rule 415, notifications for the Project, including a brief description of the Project location and preliminary budget were advertised, issued by email to Alabama-based firms and others in the consultant database and posted on The University of Alabama ("University") campus web page. Firms desiring to be considered were requested to provide brochures to the University outlining their qualifications, relevant experience, and proposed team members by June 27, 2022.

A Consultant Selection Committee, appointed by the University in accordance with the provisions of Board Rule 415, reviewed the sole submitted brochure and on July 13, 2022, interviewed the following architectural firm:

CMH Architects, Birmingham, Alabama

The University initially requested brochures on April 13<sup>th</sup>, but only CMH submitted at that time. The University then readvertised as detailed above and again only received one submittal. This Project was advertised at the same time as several other Request for Qualifications for other University projects. Participation was extremely limited due to the very limited scope of architecture within the project and the capacity of firms with previously committed work.

The Consultant Selection Committee verified the qualifications of the architectural firm using the following criteria:

- 1. The firm represented a clear understanding of the Project program and goals and a design approach or methodology and standard of care necessary with drive-through retail facilities.
- 2. The firm presented a favorable listing of qualified principals, staff, and associated engineers for the Project along with a commitment to meet the University's schedule for completion of design and construction of the Project.
- 3. The firm is familiar with the University facilities standards and the regulatory requirements for the design of the project.
- 4. The firm is committed to using Alabama-based consultant engineers and architects for the Project.

### Approval is hereby requested for:

- 1. The ranking of the consultant firm listed hereinbefore.
- 2. Approval to submit this ranking to the Physical Properties Committee for consideration.

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/lrc

Attachment

pc/atchmt: Michael Rodgers

Brittany Kyles

Tim Leopard Vince Dooley

\*

The above firms ranked as the most qualified for the Project are hereby approved and by forwarding this executed document to the Chancellor's office, the rankings are approved for inclusion in the Board materials to the November 3-4, 2022, Physical Properties Committee.

\*

—DocuSigned by:

Duna 5 Keith

Dr. Dana S. Keith: Recommend for Approval

Senior Vice Chancellor for Finance and Administration

DocuSigned by:

karen P Brooks

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Trustee Karen Brooks: Approval Recommended

Chair of the Physical Properties Committee

### Part 1

### **EXECUTIVE SUMMARY**

### **CONSULTANT SELECTION PROCESS**

### **BOARD OF TRUSTEES SUBMITTAL**

Meeting Date:	November 3-4, 20	hua hus				
Campus:	The University of	of Alabama, Tusc	aloosa, Alaba	ma		
Project Name:	University Boule	evard Drive-Thro	ugh Retail			
Project Location:	225 University B	oulevard East, Tu	ıscaloosa, AL	3540	1	
Prepared By:	Vince Dooley/ Bri	ttany Kyles	Date:	Se	ptembe	er 26, 2022
Project Type			Range of Co	nstru	iction (	Costs
Building Ren	novations	\$		to	\$	
Building Ad	dition	\$		to	\$	
New Constru	uction	\$	1,300,000	to	\$	1,800,000
Campus Infr	rastructure	\$		to	\$	
Equipment		\$		to	\$	
Other		\$		to	\$	
Building Type – Grou	n I	1		Down	antaga	of Project
Dunaing Type - Group	P I			reic	emage	of Project
	ailding Without Speci					%
Parking Struc	ctures/Repetitive Gar					%
Parking Struc	ctures/Repetitive Gar Type Structure	rages				% %
Parking Structure Simple Loft To Warehouses/	ctures/Repetitive Gar	rages				% % %
Parking Struc	ctures/Repetitive Gar Type Structure	rages				% %
Parking Structure Simple Loft To Warehouses/	ctures/Repetitive Gar Type Structure /Utility Type Buildins	rages		Perc	entage	% % %
Parking Structure Simple Loft To Warehouses/ Other  Building Type – Group	ctures/Repetitive Gar Type Structure /Utility Type Buildins	rages		Perc	entage	% — % — % — %
Parking Structure Simple Loft To Warehouses/Other  Building Type – Group	ctures/Repetitive Gar Type Structure /Utility Type Building p II	rages		Perc	entage	% — % — % of Project
Parking Structure Simple Loft To Warehouses/ Other  Building Type – Group Apartments a Exhibit Halls	ctures/Repetitive Gar Type Structure /Utility Type Building p II	rages		Perc	entage	% % % % of Project %
Parking Structure Simple Loft To Warehouses/ Other  Building Type – Group Apartments a Exhibit Halls Manufacture	ctures/Repetitive Gar Type Structure /Utility Type Building p II and Dormitories	gs		Perc	entage	% % % % % % % % % % % % % % % % % % %
Parking Structure Simple Loft To Warehouses/ Other  Building Type – Group Apartments a Exhibit Halls Manufacture	ctures/Repetitive Gar Type Structure /Utility Type Building p II and Dormitories e/Industrial Facilities ng (Without Tenant	gs		Perc	entage	% % % % % % %
Parking Structure Simple Loft To Warehouses/ Other  Building Type – Group Apartments a Exhibit Halls Manufacture Office Building	ctures/Repetitive Gar Type Structure /Utility Type Building p II and Dormitories s/Industrial Facilities ng (Without Tenant	gs		Perc	entage	% % % % % % % % % % % % % % % % % % %

Building Type – Group III	Percentage of Project
College Classroom Facilities	%
Convention Facilities	
Extended Care Facilities	
Gymnasiums	
☐ Hospitals	
☐ Institutional Dining Halls	100 %
Laboratories	
Libraries	
Medical Schools	
Medical Office Facilities and Clinics	
Mental Institutions	
Office Buildings (with tenant improvements)	
Parks	
Playground and Recreational Facilities	
Public Health Centers	
Research Facilities	
Stadiums	%
Central Utilities Plants	%
Water Supply and Distribution Plants	%
Sewage Treatment and Underground Systems	%
Electrical Substations and Primary and Secondary Distribution	
Systems, Roads, Bridges and Major Site Improvements when performed as Independent projects	
performed as macpenaem projects	
Building Type – Group IV	Percentage of Project
Aquariums	%
Auditoriums	
Art Galleries	%
College Buildings with special features	%
Communications Buildings	%
Special Schools	%
Theaters and similar facilities	%
Other	<u> </u>

Building Type – Group V	Percentage of Project
Residences and Specialized Decorative Buildings	%
Other	
Repetitive Design or Duplication of Facilities	
Does the Building Program/Requirements support repetitive design duplication of Facilities justifying an adjustment in A/E Design Fees?	n or Yes No
Building Program Development	
Will the A/E Agreement require the Development of a Comprehe Building/Design Program in lieu of one provided by Owner requirir adjustment in A/E Fees?	
Construction Consultant Services	
Will the University be utilizing a Construction Consultant who will per some of the services normally provided by the Architect requirin adjustment of A/E Fees?	
Multiple Prime Trade Contracts	
Will the project be competitively bid and constructed using Multiple T Contracts requiring additional services from the A/E?	rade Yes No
Design Build Services	
Will the University be using a Design/Build process, which will result reduction in contracted design services and a corresponding adjustme A/E Fees?	
Architect/Engineer Project Notifications	
Advertised through State Building Commission  Local/State Trade Journals  Posted on Campus Web Pages  Direct Contact with A/F Companies/Firms	
<ul><li>✓ Direct Contact with A/E Companies/Firms</li><li>✓ Other: Newspaper and email distribution list</li></ul>	

### Appointed Consultant Selection Committee (CSC): (Name and Title)

- 1. Jason Bigelow, University Architect
- 2. Vince Dooley, Architectural Design Coordinator
- 3. Brittany Kyles, Project Manager
- 4. Susanna Johnson, Director of Furnishings and Design
- 5. Kristina Patridge, Director of University Dining Service

### Qualified Firms/Companies Submitted:

- 1. CMH Architects, Birmingham AL\*
- 2. N/A
- 3. N/A

### Ranking of Most Qualified Firms to be submitted to the Physical Properties Committee

- 1. Vice President, CMH Architects, Birmingham AL
- 2. N/A
- 3. N/A

\*This project was advertised and issued at the same time as several other Request for Qualifications for other University projects. Participation was extremely limited due to the very limited scope of architecture within the project and the capacity of firms with committed work.

Reviewed and approved by:

Vince Doolers

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**Chairman of Consultant Selection Committee** 

Vice President for Finance and Operations and Treasurer

### Starbucks on University Boulevard w/ Replacement & Refresh **Business Plan for University Dining Service** The University of Alabama

	FY 23		FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32
Food Commission 1	\$ 172	172,500 \$	181,125 \$	190,181 \$	199,690 \$	209,675 \$	220,159 \$	231,166 \$	242,725 \$	254,861 \$	267,604
Utility Commission 2	\$ 18	18,146 \$	18,690 \$	19,251 \$	19,829 \$	20,423 \$	21,036 \$	21,667 \$	22,317 \$	22,987 \$	23,676
Maintenance Reimbursement 3	\$ 10	10,320 \$	10,630 \$	10,948 \$	11,277 \$	11,615 \$	11,964 \$	12,323 \$	12,692 \$	13,073 \$	13,465
Garbage Reimbursement 4	↔	8,772 \$	8,947 \$	9,126 \$	\$ 608'6	9,495 \$	\$ 9,685 \$	\$ 628'6	10,076 \$	10,278 \$	10,483
Pest Control 5	€9	720 \$	734 \$	749 \$	764 \$	\$ 622	\$ 262	811 \$	827 \$	844 \$	860
Total Income	\$ 210	210,458 \$	220,126 \$	230,255 \$	240,869 \$	251,987 \$	263,639 \$	275,846 \$	288,637 \$	302,043 \$	316,088
Utilities	\$	16,331 \$	16,658 \$	16,991 \$	17,331 \$	17,678 \$	18,031 \$	18,392 \$	18,760 \$	19,135 \$	19,518
Maintenance (supplies/labor)	\$ 10	10,320 \$	10,526 \$	10,737 \$	10,952 \$	11,171 \$	31,394 \$	11,622 \$	11,854 \$	12,091 \$	12,333
Garbage	\$	8,772 \$	8,947 \$	9,126 \$	\$ 608'6	9,495 \$	\$ 9,685	\$ 628'6	10,076 \$	10,278 \$	10,483
Pest Control	₩	720 \$	734 \$	749 \$	764 \$	\$ 622	\$ 262	811 \$	827 \$	844 \$	860
Misc. Operating expenses	€	5,000 \$	5,100 \$	5,202 \$	\$ 306 \$	5,412 \$	5,520 \$	5,631 \$	5,743 \$	5,858 \$	5,975
Total Expenses 6	\$	41,143 \$	41,965 \$	42,805 \$	43,662 \$	44,535 \$	65,425 \$	46,335 \$	47,260 \$	48,206 \$	49,169
Debt Service 67	↔	₩.	<i>€</i> }	<i>⊌</i>	<b>⇔</b>	<i>€</i>	٠	<b>⇔</b>	€ <del>9</del>	٠	•
Net to UA After Expenses & Debt Service	\$ 169	169,315 \$	178,161 \$	187,450 \$	197,207 \$	207,452 \$	198,214 \$	229,511 \$	241,377 \$	253,837 \$	266,919

### Definitions and Assumptions:

1 Food Commission is based on 11.5% of projected sales (\$1.5M) for Starbucks. A 5% increase is assumed each year. Projection based on Starbucks on Bryant actual sales: Drive-thru (1 register - 138,995 customers) \$1,169,808.95 (48.5%)

187,917 5 Year Initial Average NOI 2,500,000 Total Project Costs 1,132,857 Land Value 7.517% CAP with Project Costs Only

<del>\$</del> \$ \$

5.173% CAPS with Project + Land

Walk-up (3 registers - 165,092 customers) \$1,241,631.41 (51.5%)

Total Sales for Starbucks on Bryant April 2020 - April 2021 = \$2,411,440.36

2 Utility Commission is a part of the dining contract that provides a reimbursement for utility charges and increases annually, based on the board plan rate increase. A 3% increase assumed here.

3 The Maintenance reimbursement is a part of the dining contract that provides a reimbursement for maintenance charges and increases annually, based on the board plan rate increase. A 3% increase assumed here.

Aramark pays actual garbage charges. A 2% increase is assumed each year.

5 Aramark pays actual pest control charges. A 2% increase is assumed each year.

6 All expenses estimated are based on actual charges at Starbucks on Bryant and adjusted for the difference in square footage. Increase in 2028 due to potential equipment replacement for and mandated renovation.

7 This project will be funded from departmental reserves, and no debt will be required.



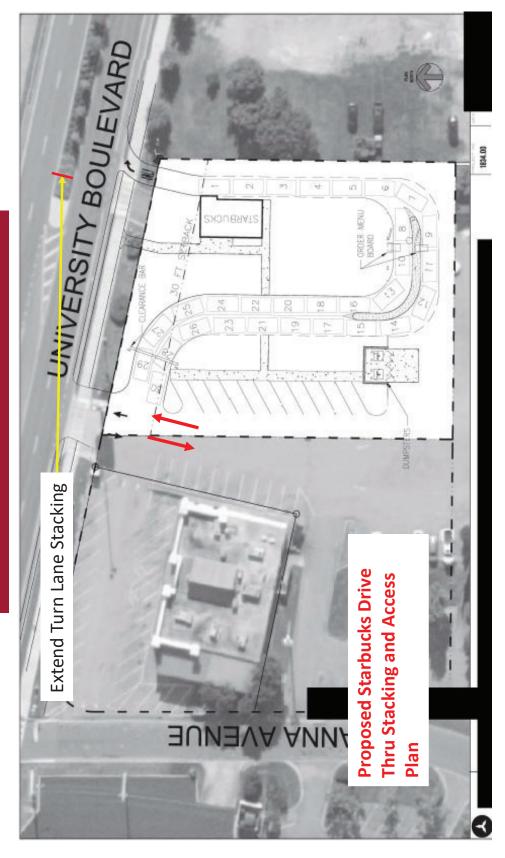
# UNIVERSITY BOULEVARD DRIVE-THROUGH RETAIL

### SITE PHOTO



# UNIVERSITY BOULEVARD DRIVE-THROUGH RETAIL

# PRELIMINARY SITE ACCESS PLAN



# **UNIVERSITY BOULEVARD DRIVE-THROUGH RETAIL**

## **LOCATION MAP**

