

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

**BOARD SUBMITTAL CHECKLIST NO. 1  
CAPITAL PROJECT - STAGE I SUBMITTAL <sup>/1</sup>  
(General Project Information)**

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

**PROJECT NAME:** University Boulevard Drive-Through Retail

**MEETING DATE:** April 7-8, 2022

- ☒ 1. Board Submittal Checklist No. 1
- ☒ 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
- ☒ 3. Proposed Board Resolution requesting approval of Stage I Submittal by the Board of Trustees
- ☒ 4. Executive Summary – Proposed Capital Project <sup>/2</sup>
- ☒ 5. Supplemental Project Information Worksheet – Exhibit “K”, Board Rule 415
- ☒ 6. Campus map(s) showing project site

Prepared by: Brittany Kyles

Approved by:

*Jim Leopold* / 

<sup>/1</sup> Reference Tab 3F – Board Rule 415 Instructional Guide

<sup>/2</sup> Reference Tab 3E – Board Rule 415 Instructional Guide

March 3, 2022

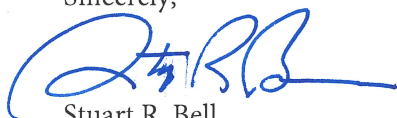
Chancellor Finis E. St. John IV  
The University of Alabama System  
500 University Boulevard East  
Tuscaloosa, Alabama 35401

Dear Chancellor St. John:

I am pleased to send to you for approval under Board Rule 415 the attached documents which provide information regarding the construction of a drive-through retail project located at 225 University Boulevard East, Tuscaloosa.

Please place this item on the agenda for the Physical Properties Committee meeting of the April 7-8, 2022 Board of Trustees meeting, and contact us if you have questions or need additional information.

Sincerely,



Stuart R. Bell  
President

Enclosure



## RESOLUTION

### UNIVERSITY BOULEVARD DRIVE-THROUGH RETAIL

WHEREAS, in accordance with Board Rule 415, The University of Alabama (“University”) is requesting approval of a Stage I submittal for the University Boulevard Drive-Through Retail project (“Project”) to be located 225 University Boulevard East, Tuscaloosa, AL 35401; and

WHEREAS, the Project will allow the University to better serve the increasing University community with a 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 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 preliminary budget for the Project is as stipulated below:

BUDGET:		PRELIMINARY
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
Expenses (Geotech, CMT, and Special Inspections)	\$	50,000
Other Fees and Services (Testing, Advertising, Printing)	\$	82,250
<b>TOTAL PROJECT COST</b>	<b>\$</b>	<b>2,500,000</b>

\*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.

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

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.

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

<b>MEETING DATE:</b>	April 7-8, 2022
<b>CAMPUS:</b>	The University of Alabama, Tuscaloosa, Alabama
<b>PROJECT NAME:</b>	University Boulevard Drive-Through Retail
<b>PROJECT NUMBER:</b>	PLN-22-2903
<b>PROJECT LOCATION:</b>	225 University Boulevard East, Tuscaloosa, AL 35401
<b>ARCHITECT:</b>	To Be Determined

<b>THIS SUBMITTAL:</b>  <input checked="" type="checkbox"/> Stage I <input type="checkbox"/> Stage II <input type="checkbox"/> Campus Master Plan Amendment <input type="checkbox"/> Stage III <input type="checkbox"/> Stage IV	<b>PREVIOUS APPROVALS:</b>
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PROJECT TYPE	SPACE CATEGORIES	PERCENTAGE	GSF
<input checked="" type="checkbox"/> Building Construction	General Use Facilities	~ 100%	1,000
<input type="checkbox"/> Building Addition	<b>TOTAL</b>	<b>100%</b>	<b>1,000</b>
<input type="checkbox"/> Building Renovation			
<input type="checkbox"/> Equipment			

<b>BUDGET</b>	<b>Preliminary</b>
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
Expenses (Geotech, Construction Materials Testing)	\$ 50,000
Other Fees and Services (testing, advertising, printing)	\$ 82,250
<b>TOTAL PROJECT COST</b>	<b>\$ 2,500,000</b>

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

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

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

<b>ESTIMATED ANNUAL OPERATING AND MAINTENANCE (O&amp;M) COSTS:</b>	
(Utilities, Housekeeping, Maintenance, Insurance, Other)	
1,000 sf x ~\$9.70/sf	\$ 9,698
<b>Total Estimated Annual O&amp;M Costs:</b>	<b>\$ 9,698</b>

<b>FUNDING SOURCE:</b>	
	University Food Service Reserves \$ 2,500,000
<b>O&amp;M Costs:</b>	Food Service Operations \$ 9,698

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

**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	April 2022
	% Complete	0%
	Date Completed	June 2022
PRELIMINARY DESIGN:	Date Initiated	June 2022
	% Complete	0%
	Date Completed	July 2022
CONSTRUCTION DOCUMENTS:	Date Initiated	July 2022
	% Complete	0%
	Date Completed	September 2022
SCHEDULED BID DATE:		September 2022

*\*N/A on Stage I Projects*

**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.

**Attachment K to Board Rule 415**

**Supplemental Project Information Worksheet  
Annual Capital Development Plan**

**FY: 2021 – 2022**

**Project Name:** University Boulevard Drive-Through Retail  
**Project Address/Location:** 225 University Boulevard East, Tuscaloosa, AL 35401  
**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>.01</u> % increase	<u>1,000</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:

This project will not replace existing space inventory.

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

☒ Yes      ☐ No, A Campus Master Plan Amendment Is 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)
100 Classroom Facilities				
200 Laboratory Facilities				
300 Office Facilities				
400 Study Facilities				
500 Special Use Facilities				

Proposed New Space/Facilities				
Classification	Number (Spaces/Rooms)	Capacity (Persons)	Area (GSF)	Existing Space Utilization Data (See Notations)
600 General Use Facilities				
635 Food Facility Service	3	10	1,000	
700 Support Facilities				

Proposed New Space/Facilities				
Classification	Number (Spaces/Rooms)	Capacity (Persons)	Area (GSF)	Existing Space Utilization Data (See Notations)
800 Health Care Facilities				
900 Residential Facilities				
000 Unclassified Facilities				
WWW Circulation Area				
XXX Building Service Area				
YYY Mechanical Area				

Data reported on latest fiscal year data available.

Utilization factor based on Scheduled Operating Hours at each Campus – outlined below in notations.

Comments/Notations:

The proposed facility will provide service for campus residents, faculty, and staff in a convenient and accessible drive-through location.

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

Estimated new Funds from Tuition/Programs \$ NA Yr.

Comments:

This proposed project will serve the increasing University community with a convenient and beverage and snack option on the edge of campus near fraternity houses and campus buildings. This facility will enhance the visual appearance of the property and provide an option to better serve the students, faculty and 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:

Kristina Patridge, Director of University Dining Services  
 Bruce McVeagh, Resident District Manager for Bama Dining  
 Construction Administration representatives including, Brittany Kyles, David Jones, Tim Leopard  
 Starbucks representatives including Derek Kristeller, Jeanette Macken Von Duyke, Catherine Wilson  
 CMH Architects, John Wood

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

Source(s)	New Funds (FY <u>21-22</u> )	Reserves	Status <sup>/7</sup>
Tuition			
Student Fees			
Investment Income			
Auxiliary Income			
• External			
• Internal		\$2,500,000	Allocated
Education Sales/Services			
• External			
• Internal			
Direct Grants			
Gifts			
Bonds			
Existing Net Assets			
Other			
<b>Totals</b>		<b>\$2,500,000</b>	<b>Allocated</b>

<sup>/7</sup> Approved, allocated, pending

Comments:

This project will be funded by the University Food Service Reserve funds.

**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- 2022 Base Data /8</b>	<b>First Full /YR Occupancy FY 2023</b>	<b>Successive Five (5) Year Projections /9</b>
Maintenance	\$4,032.25	\$1,400.93	\$7,458.47
Elevator Service	NA	NA	NA
Building Repairs	\$1,344.08	\$466.98	\$2,486.15
Building Services	\$8,073.70	\$3,405.05	\$14,933.96
Electric, Natural Gas, Steam	\$5,330.39	\$1,851.94	\$9,859.65
Chilled Water	\$5,835.86	\$2,027.55	\$10,794.61
Water and Sewer	\$689.28	\$239.47	\$1,274.95
Insurance	\$335.45	\$116.54	\$620.48
Safety Support	\$487.97	\$169.53	\$902.59
Operations Staff Support Funding	\$85.50	\$29.70	\$158.16
Other – Supply Store expenses			
<b>Totals</b>	<b>\$26,214.48</b>	<b>\$9,707.69</b>	<b>\$48,489.02</b>

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

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

Comments:

N/A

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

<b>Source(s)</b>	<b>Occupancy Yr <sup>/9</sup> (FY 2023)</b>	<b>Future Years <sup>/10</sup></b>	<b>Status <sup>/7</sup></b>
Tuition			
Student Fees			
Investment Income			
Auxiliary Income			<b>Pending</b>
• External			
• Internal	<b>\$9,708</b>		
Educational Sales & Services			
• External			
• Internal			
Direct Grant(s)			
Reallocated Funds <sup>/11</sup>			
Gifts			
Other			
<b>Total/YR</b>	<b>\$9,708</b>		

<sup>/9</sup> Initial Full Yr of Occupancy

<sup>/10</sup> Next Five (5) Yrs Occupancy

<sup>/11</sup> Funds Reallocated from other sources

<sup>/7</sup> Approved, allocated, pending

**Comments:**

Ongoing O&M costs will be funded from the University Dining Services annual Food Services operations budget.

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

\$ 0 0 % of Total Development Costs

**Comments:**

N/A

**11. What other development alternatives were considered in the planning process for this Project? /13**

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

Comments:

To enhance the appearance of the vacant lot, other potential retail options were considered, but ultimately abandoned because of the limited space available. With less than ¾ of an acre, a building with adequate parking is not feasible; therefore, a drive-through facility, without the need for additional parking, is a natural solution to support the campus community.

**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:

With the increase in enrollment and campus-wide dining facility demands, the addition of the University owned business in an accessible area will provide a convenient option for food and beverage, without customers stopping or getting out of a vehicle. This new construction will improve the overall dining program by expanding capacity and alleviating the congestion at both the Bryant Drive and Student Center Starbucks locations.

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

Comments:

This Project correlates to Goal #3 to enrich the learning and work environment by offering premier food and beverage options in convenient campus neighborhoods.

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

Comments:

The fifth core principle is to lead a unified approach to improving the economy and opportunities, and this location will provide jobs for local Tuscaloosa citizens as well as students and provide a convenient option for guests who need coffee or other food and beverage options. The Starbucks on Bryant Drive was the only Bama Dining location that never closed during the covid shutdowns in 2020. Continuing to offer convenient options, regardless of external factors, is a bonus for students, faculty, staff, and the community.

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

Comments:

The lack of adequate retail options diminishes the ability to provide the level of service expected by the current student population. This venue can remain open late into the evening, and potentially help keep students on campus. The University of Alabama Dining Services utilizes all revenue to reinvest in the campus program, and the impact of not approving this Project would include potential loss of revenue for Dining Services to continue to grow and improve products and services.

# UNIVERSITY BOULEVARD DRIVE-THROUGH RETAIL

## SITE PLAN





# UNIVERSITY BOULEVARD DRIVE-THROUGH RETAIL

## SITE PHOTO





# UNIVERSITY BOULEVARD DRIVE-THROUGH RETAIL

## LOCATION MAP

