

UNIVERSITY OF ALABAMA SYSTEM  
BOARD RULE 415  
BOARD SUBMITTAL CHECKLIST CRITERIA

BOARD SUBMITTAL CHECKLIST NO. 3  
CAPITAL PROJECT - STAGE III SUBMITTAL <sup>1</sup>  
(Architectural Design)

CAMPUS: The University of Alabama, Tuscaloosa, Alabama

PROJECT NAME: Finance Administrative Services Building Renovation

MEETING DATE: June 6-7, 2024

- 1. Board Submittal Checklist No. 3
- 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 Project Design (Architectural Design and authority to proceed with final construction documents) by the Board of Trustees
- 4. Executive Summary - Proposed Capital Project <sup>2</sup>
- 5. Architectural rendering of project (Final design prior to the initiation of construction documents on the project)
- 6. Campus map(s) showing project site

Prepared by: Suzanne Webster

Approved by: *Tim Leopard*

*OK*  
*OK*  
*5/6/24*

<sup>1</sup> Reference Tab 3H - Board Rule 415 Instructional Guide

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



Office of the  
President

May 7, 2024

Interim Chancellor Sid J. Trant  
The University of Alabama System  
500 University Boulevard East  
Tuscaloosa, Alabama 35401

Dear Interim Chancellor Trant,

I am pleased to send to you for approval under Board Rule 415 the attached documents for a Stage III submittal for the Finance Administrative Services Building Renovation project.

The resolution requests approval of the Architectural Design and a budget revision for the project, as stipulated.

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 of The University of Alabama at their regular meeting on June 6-7, 2024.

Sincerely,

A handwritten signature in black ink, appearing to read "S. Bell".

Stuart R. Bell  
President

Enclosure



## THE UNIVERSITY OF ALABAMA

### **Approving the revised project budget and proposed architectural design for the Finance Administrative Services Building**

#### **RESOLUTION**

WHEREAS, on February 3, 2023, in accordance with Board Rule 415, the Board of Trustees of The University of Alabama (“Board”) approved a Stage I submittal for the Finance Administrative Services Building Renovation project (“Project”) to be located at 220 Paul W. Bryant Drive East; and

WHEREAS, the University acquired the property in 1975 as part of the Urban Renewal Plan adopted by the community in 1971; and

WHEREAS, the University subsequently leased the property to the Alabama Credit Union in 1983 and, as the lease is expiring, the University would now like to utilize the property and adapt the existing facility for institutional purposes; and

WHEREAS, the Project will include the interior renovation of the existing 9,089 gross square foot building to house the Office of Finance and related departments including Financial Accounting and Reporting, the Tax Office, the Budget Office, and Finance Information Systems and Data Integrity; and

WHEREAS, the renovation will provide a centralized location for Office of Finance operations and allow for the reallocation of vacated space within the Rose Administration Building to support critical needs there; and

WHEREAS, on April 14, 2023, in accordance with Board Rule 415, the Board authorized the University to negotiate for architectural services to be provided by B Group Architects, of Birmingham, Alabama (“B Group”); and

WHEREAS, upon completion of negotiations with B Group, the University established a final design fee of 6.4% of the cost of construction and landscaping, plus a 1.25 renovation factor; and

WHEREAS, the University desires to add Construction Package B - Early Demolition/Abatement to allow for further exploratory work and early demolition once the facility is vacated and recover as much of the schedule as possible; and

WHEREAS, responsible officials of the University have received renderings for the Stage III submittal and are recommending approval of said design; and

WHEREAS, the University is requesting a budget revision for the aforementioned construction packaging and an increase in Total Project Budget from \$6,068,550 to \$6,900,000 related to the anticipated increase in construction costs associated with the delayed completion of the current tenants' new facility and vacation of the existing facility; 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 University Central Reserves in the amount of \$6,171,286, and Finance and Operations Reserves in the amount of \$728,714, and will address deferred maintenance liabilities in the amount of \$2,415,420; and

WHEREAS, the Revised Budget for the Project is as stipulated:

<b>BUDGET:</b>	<b>REVISED</b>
Construction Package A – Main Renovation	\$ 3,990,000
Construction Package B – Early Demolition / Abatement	\$ 400,000
Landscaping	\$ 93,500
Furniture, Fixtures, and Equipment	\$ 775,000
Security/Access Control	\$ 82,500
Telecommunication/Data	\$ 195,000
Contingency <sup>1</sup> (10%)	\$ 448,350
UA Project Management Fee <sup>2</sup> (3%)	\$ 147,956
Architect/Engineer Fee <sup>3</sup> (~8%)	\$ 358,680
Commissioning	\$ 27,500
Other <sup>4</sup>	\$ 246,220
Inflation Escalation <sup>5</sup>	\$ 135,294
<b>TOTAL PROJECT COST</b>	<b><u>\$ 6,900,000</u></b>

<sup>1</sup> Contingency is based on 10% of Construction Packages A and B and Landscaping.

<sup>2</sup> UA Project Management Fee is based on 3% of Construction Packages A & B, Landscaping, and Contingency.

<sup>3</sup> Architect/Engineer Fee is based on 6.4% of the cost of Construction Packages A & B and Landscaping, plus a renovation factor of 25% (8% total fee).

<sup>4</sup> Other expenses include Geotech, Construction Materials Testing, Inspections, Advertising, Printing, and other associated project costs, as applicable.

<sup>5</sup> Escalation is based on an anticipated 2% inflation through the estimated bid date of July 2024 as included in the Project Status.

NOW, THEREFORE, BE IT RESOLVED by The Board of Trustees of The University of Alabama that:

1. The Stage III Architectural Design submittal for the Project is hereby approved.
2. The Budget and Funding Revision for the Project is hereby approved as stipulated above.

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

**MEETING DATE:** June 6-7, 2024

**CAMPUS:** The University of Alabama, Tuscaloosa, Alabama  
Finance Administrative Services Building –  
former Alabama Credit Union Main Branch

**PROJECT NAME:** 338-23-3205

**PROJECT NUMBER:** 220 Paul W. Bryant Drive East

**PROJECT LOCATION:** B Group Architecture, Birmingham, AL

<p><b>THIS SUBMITTAL:</b></p> <p><input type="checkbox"/> Stage I</p> <p><input type="checkbox"/> Stage II</p> <p><input type="checkbox"/> Campus Master Plan Amendment</p> <p><input checked="" type="checkbox"/> Stage III</p> <p><input type="checkbox"/> Stage IV</p>	<p><b>PREVIOUS APPROVALS:</b></p> <p>February 3, 2023</p> <p>April 14, 2023</p>
---	---

PROJECT TYPE	SPACE CATEGORIES	PERCENTAGE	GSF
<input checked="" type="checkbox"/> Building Renovation	Office Facilities	~63%	5,766
	Conference Rooms	~14%	1,290
	Special Use Facilities	~23%	2,033
<b>TOTAL</b>		<b>100%</b>	<b>9,089</b>

<b>BUDGET</b>	<b>Current</b>	<b>Revised</b>
Construction Package A – Main Renovation	\$ 3,900,000	\$ 3,990,000
Construction Package B – Early Demolition / Abatement	\$ 0	\$ 400,000
Landscaping	\$ 85,000	\$ 93,500
Furniture, Fixtures and Equipment	\$ 775,000	\$ 775,000
Security/Access Control	\$ 75,000	\$ 82,500
Telecommunication/Data	\$ 75,000	\$ 195,000
Contingency <sup>1</sup> (10%)	\$ 398,500	\$ 448,350
UA Project Management Fee <sup>2</sup> (3%)	\$ 131,505	\$ 147,956
Architect/Engineer Fee <sup>3</sup> (~8%)	\$ 323,781	\$ 358,680
Commissioning	\$ 25,000	\$ 27,500
Other <sup>4</sup>	\$ 279,764	\$ 246,220
Inflation Escalation <sup>5</sup>	\$ -	\$ 135,294
<b>TOTAL PROJECT COST</b>	<b>\$ 6,068,550</b>	<b>\$ 6,900,000</b>
<b>Total Construction Cost per square foot \$520</b>		

<sup>1</sup> Contingency is based on 10% of the costs of Construction Packages A & B and Landscaping.

<sup>2</sup>UA Project Management Fee is based on 3% of the costs of Construction Packages A & B, Landscaping, and Contingency.

<sup>3</sup> Architect/Engineer Fee is based on 6.4% of the cost of Construction Packages A & B and Landscaping, plus a renovation factor of 25% (8% total fee).

<sup>4</sup> Other fees and expenses include Geotech, Construction Materials Testing, Inspections, Advertising, Printing, and other associated project costs, as applicable.

<sup>5</sup>Escalation is based on an anticipated 2% inflation through the estimated bid date of July 2024 as included in the Project Status.

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

(Utilities, Housekeeping, Maintenance, Insurance, Other)

9,089 sf x ~\$8.83/sf

\$ 80,270

Total Estimated Annual O&M Costs:

**\$ 80,270**

**FUNDING SOURCE:**

University Central Reserves	\$	6,171,286
Finance and Operations Reserves	\$	728,714

<b>O&amp;M Costs:</b>	University Annual Operating Funds	\$	80,270
-----------------------	-----------------------------------	----	--------

**NEW EQUIPMENT REQUIRED**

<b>Total Equipment Costs:</b>	N/A
-------------------------------	-----

**PROJECT SCOPE:**

The Finance Administrative Services Building Renovation will entail a full interior renovation of the existing 9,089 gross square feet building located at 220 Paul W. Bryant Drive East.

The building will house departments within the Office of Finance including Financial Accounting and Reporting, the Tax Office, the Budget Office, and Finance Information Systems and Data Integrity, providing centralized office, meeting, and support spaces. All building systems will also be replaced as they are at the end of their useful life.

Alabama Credit Union's new facility located on University Boulevard is currently being occupied which will enable this project to proceed Summer 2024.

**PROJECT STATUS**

SCHEMATIC DESIGN:	Date Initiated	April 2023
	% Complete	100%
	Date Completed	May 2023
PRELIMINARY DESIGN:	Date Initiated	June 2023
	% Complete	100%
	Date Completed	July 2023



CONSTRUCTION DOCUMENTS:	Date Initiated	August 2023
	% Complete	100%
	Date Completed	November 2023
SCHEDULED BID DATE:		July 2024*

*\*Estimated bid date is contingent on vacation of building by current tenants by June 2024.*

**RELATIONSHIP AND ENHANCEMENT OF CAMPUS PROGRAMS**

The proposed Finance Administrative Services Building Renovation project (“Project”) will support an enhanced training, meeting and workspace atmosphere for current and future staff, and right-size the operational and support space needs appropriate for the building and the users.

The departments proposed to be in the facility are functionally aligned but are currently housed in separate locations. This Project will allow for their co-location to enhance operations and efficiency. The new location will provide consolidation and easier access for campus customers and enhance collaboration between groups due to adjacency.

Moving to one location will allow for the reassignment of vacated space that can be used to meet the needs of other departments within Rose Administration.

The assigned departments work extensively with internal and external partners and this new location will provide ease of access for all clientele and partners.

# FINANCE ADMINISTRATIVE SERVICES BUILDING RENOVATION

## VANTAGE POINTS





# FINANCE ADMINISTRATIVE SERVICES BUILDING RENOVATION

Existing Condition – East Elevation





# FINANCE ADMINISTRATIVE SERVICES BUILDING RENOVATION

View 1 – Front of Building from Northeast





# FINANCE ADMINISTRATIVE SERVICES BUILDING RENOVATION

## Existing Condition – Southwest Elevation





# FINANCE ADMINISTRATIVE SERVICES BUILDING RENOVATION

View 2 – Side of building from South





# FINANCE ADMINISTRATIVE SERVICES BUILDING RENOVATION

## LOCATION MAP

