

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

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



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

**PROJECT NAME:** Kirkbride Lane Parking Lot

**MEETING DATE:** August 31 - September 1, 2023

- ☒ 1. Board Submittal Checklist No. 2
- ☒ 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 II Submittal (Architect Ranking, Project Scope and Project Budget; authority to proceed with Owner/Architect contract negotiations) by the Board of Trustees
- ☒ 4. Executive Summary – Proposed Capital Project <sup>/2</sup>
- ☒ 5. Executive Summary – Architect, Engineer, Selection Process (include Interview Outline). <sup>/3, /4, /5</sup>
- ☒ 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>
- ☐ 7. Preliminary Business Plan (if applicable) <sup>/7</sup>
- ☒ 8. Campus map(s) showing project site

Prepared by: David Welch

Approved by:   


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

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

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

<sup>/4</sup> Reference Tab 3L – Board Rule 415 Instructional Guide

<sup>/5</sup> Reference Tab 3M – Board Rule 415 Instructional Guide

<sup>/6</sup> Reference Tab 3N – Board Rule 415 Instructional Guide

<sup>/7</sup> Reference Tab 3V – Board Rule 415 Instructional Guide

<sup>/8</sup> 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



Office of the  
President

July 26, 2023

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 Kirkbride Lane Parking Lot project.

The resolution requests authorization to negotiate an Owner Designer Agreement with Duncan Coker Associates of Tuscaloosa, 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 August 31 – September 1, 2023.

Sincerely,

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

Stuart R. Bell  
President

Enclosure



## THE UNIVERSITY OF ALABAMA

**RESOLUTION**AUTHORIZATION TO NEGOTIATE AN OWNER/CONSULTANT AGREEMENT  
FOR THE KIRKBRIDE LANE PARKING LOT

WHEREAS, on June 9, 2023, in accordance with Board Rule 415, The Board of Trustees of The University of Alabama (“Board”) approved a Stage I submittal for the Kirkbride Lane Parking Lot project (“Project”) to be located between Randall Way and Kirkbride Lane at the northwest corner of the Peter Bryce Boulevard and Randall Way intersection; and

WHEREAS, the Project will include the construction of a parking lot that will support current and future developments in that area of Campus and will allow for capacity relief in the northern residential area of campus; and

WHEREAS, the location is centralized to benefit the residential, visitor, academic, and administrative constituents of Campus and allows for continued efficiency and convenient access; and

WHEREAS, the Consultant Selection Committee, appointed by The University of Alabama (“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. Duncan Coker Associates, PC, Tuscaloosa, AL
2. McGiffert and Associates, LLC, Tuscaloosa, AL
3. Thompson Engineering, Tuscaloosa, AL

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 Parking Services Reserves in the amount of \$2,779,230; and

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

| <b>BUDGET:</b>                     |           | <b>CURRENT</b>   |
|------------------------------------|-----------|------------------|
| Construction                       | \$        | 1,751,510        |
| Landscaping                        | \$        | 125,000          |
| Security/Access Control            | \$        | 110,000          |
| Telecommunication/Data             | \$        | 100,000          |
| Contingency* (10%)                 | \$        | 187,651          |
| UA Project Management Fee** (4.5%) | \$        | 92,887           |
| Architect/Engineer Fee*** (6.9%)   | \$        | 129,480          |
| Other****                          | \$        | 125,387          |
| Escalation*****                    | \$        | 157,315          |
| <b>TOTAL PROJECT COST</b>          | <b>\$</b> | <b>2,779,230</b> |

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

\*\*UA Project Management Fee is based on 4.5% of Construction, Landscaping and Contingency.

\*\*\*Architect/Engineer Fee is based on 6.9% of the costs of Construction and Landscaping.

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

\*\*\*\*\*Escalation is based on an anticipated 6% inflation through the scheduled bid date of December 2023 as included in the Project Status.

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 of Alabama be, and each hereby is, authorized to act for and on behalf of the Board of Trustees to execute an owner designer agreement with Duncan Coker Associates, PC, of Tuscaloosa, Alabama, for design services in accordance with Board Rule 415 for this Project.

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

**MEETING DATE:** August 31 – September 1, 2023

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

**PROJECT NAME:** Kirkbride Lane Parking Lot

**PROJECT NUMBER:** P236-23-3317

**PROJECT LOCATION:** Between Randall Way and Kirkbride Lane at the Northwest corner of Peter Bryce Boulevard and Randall Way Intersection

**ENGINEER:** Requesting with this submittal

**THIS SUBMITTAL:**

- ☐ Stage I
- ☒ Stage II
- ☐ Campus Master Plan Amendment
- ☐ Stage III
- ☐ Stage IV

**PREVIOUS APPROVALS:**

June 9<sup>th</sup>, 2023

| PROJECT TYPE                              | SPACE CATEGORIES       | PERCENTAGE  | GSF        |
|---|------------------------|-------------|------------|
| <input checked="" type="checkbox"/> Other | Parking/Infrastructure | 100%        | N/A        |
| <b>TOTAL</b>                              |                        | <b>100%</b> | <b>N/A</b> |

| <b>BUDGET</b>  | <b>CURRENT</b>      |
|--|---------------------|
| Construction   | \$ 1,751,510        |
| Landscaping  | \$ 125,000          |
| Security/Access Control                              | \$ 110,000          |
| Telecommunication/Data                               | \$ 100,000          |
| Contingency* (10%)                                   | \$ 187,651          |
| UA Project Management Fee** (4.5%)                   | \$ 92,887           |
| Architect/Engineer Fee*** (6.9%)                     | \$ 129,480          |
| Other ****   | \$ 125,387          |
| Escalation   | \$ 157,315          |
| <b>TOTAL PROJECT COST</b>                            | <b>\$ 2,779,230</b> |
| <b>Total Construction Cost per square foot – N/A</b> |                     |

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

\*\*UA Project Management Fee is based on 4.5% of the costs of Construction, Landscaping and Contingency.

\*\*\*Architect/Engineer Fee is based on 6.9% of the costs of Construction and Landscaping.

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

\*\*\*\*\*Escalation is based on an anticipated 6% inflation through the scheduled bid date of December 2023 as included in the Project Status.

|  |                  |
|--|------------------|
| <b>ESTIMATED ANNUAL OPERATING AND MAINTENANCE (O&amp;M) COSTS:</b> |                  |
| (Utilities, Housekeeping, Maintenance, Insurance, Other)           |                  |
| 245 Parking Spaces x \$125   | \$ 30,625        |
| <b>Total Estimated Annual O&amp;M Costs:</b>                       | <b>\$ 30,625</b> |

|                        |  |
|------------------------|--|
| <b>FUNDING SOURCE:</b> |  |
|                        | Parking Services Reserves \$ 2,779,230             |
| <b>O&amp;M Costs:</b>  | Transportation Services Annual Operating \$ 30,625 |
|                        | Funds  |

| NEW EQUIPMENT REQUIRED |     |
|------------------------|-----|
| Total Equipment Costs: | N/A |

| PROJECT STATUS          |                |                 |  |
|-------------------------|----------------|-----------------|--|
| SCHEMATIC DESIGN:       | Date Initiated | March 2022      |  |
|                         | % Complete     | 100%            |  |
|                         | Date Completed | October 2022*   |  |
| PRELIMINARY DESIGN:     | Date Initiated | Sept 2023       |  |
|                         | % Complete     | 0%              |  |
|                         | Date Completed | October 2023    |  |
| CONSTRUCTION DOCUMENTS: | Date Initiated | October 2023    |  |
|                         | % Complete     | 0%              |  |
|                         | Date Completed | November 2023   |  |
| SCHEDULED BID DATE:     |                | December 2023** |  |

\*Schematic Design was completed in conjunction and coordinated planning for other projects in the area and as part of the 2022 Build Back Better Grant Application

\*\*Escalation as included within the Budget is based on the scheduled bid date and shall be adjusted as necessary should this date move.

**RELATIONSHIP AND ENHANCEMENT OF CAMPUS PROGRAMS**

The Kirkbride Lane Parking Lot project (“Project”) will provide additional parking and improve access and security for visitors, students, faculty, and departmental personnel in the area of the Printing and Mail Services Facility, the proposed Psychology Building (former Searcy Hall), Smart Communities and Innovation Building, and the future Performing Arts Academic Center.

The proposed Project will promote continued development and activation of the Peter Bryce Campus into the greater University.



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**Part 1**

**EXECUTIVE SUMMARY**  
**CONSULTANT SELECTION PROCESS**  
**BOARD OF TRUSTEES SUBMITTAL**

Meeting Date: August 31 – September 1, 2023  
 Campus: The University of Alabama  
 Project Name: Kirkbride Lane Parking Lot  
 UA Project #: P236-23-3317  
 Project Location: Between Randall Way and Kirkbride Lane at the Northwest Corner of Peter Bryce Boulevard and Randall Way Intersection  
 Prepared By: Vince Dooley/David Welch Date: July 13, 2023

| Project Type                        |                                  | Range of Construction Costs |           |    |              |
|-------------------------------------|----------------------------------|-----------------------------|-----------|----|--------------|
| <input type="checkbox"/>            | Building Renovations             | \$                          |           | to | \$           |
| <input type="checkbox"/>            | Building Addition                | \$                          |           | to | \$           |
| <input type="checkbox"/>            | New Construction                 | \$                          |           | to | \$           |
| <input checked="" type="checkbox"/> | Campus Infrastructure - Sitework | \$                          | 1,500,000 | to | \$ 1,700,000 |
| <input type="checkbox"/>            | Equipment – Elevator Package     | \$                          |           | to | \$           |
| <input type="checkbox"/>            | Other                            | \$                          |           | to | \$           |

| Building Type – Group I             |  | Percentage of Project |   |
|-------------------------------------|--|-----------------------|---|
| <input type="checkbox"/>            | Industrial Building Without Special Facilities |                       | % |
| <input checked="" type="checkbox"/> | Parking Structures/Repetitive Garages          | 100                   | % |
| <input type="checkbox"/>            | Simple Loft Type Structure                     |                       | % |
| <input type="checkbox"/>            | Warehouses/Utility Type Buildings              |                       | % |
| <input type="checkbox"/>            | Other  |                       | % |

| Building Type – Group II |   | Percentage of Project |   |
|--------------------------|---|-----------------------|---|
| <input type="checkbox"/> | Apartments and Dormitories                    |                       | % |
| <input type="checkbox"/> | Exhibit Halls                                 |                       | % |
| <input type="checkbox"/> | Manufacture/Industrial Facilities             |                       | % |
| <input type="checkbox"/> | Office Building (Without Tenant Improvements) |                       | % |
| <input type="checkbox"/> | Printing Plants                               |                       | % |
| <input type="checkbox"/> | Service Garage/Facility                       |                       | % |
| <input type="checkbox"/> | Other (Storm Shelter and Multi-Purpose Event) |                       | % |

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| Building Type – Group III   | Percentage of Project |
|---|-----------------------|
| <input type="checkbox"/> College Classroom Facilities   | _____ %               |
| <input type="checkbox"/> Convention Facilities  | _____ %               |
| <input type="checkbox"/> Extended Care Facilities   | _____ %               |
| <input type="checkbox"/> Gymnasiums   | _____ %               |
| <input type="checkbox"/> Hospitals  | _____ %               |
| <input type="checkbox"/> Institutional Dining Halls   | _____ %               |
| <input type="checkbox"/> Laboratories   | _____ %               |
| <input type="checkbox"/> Libraries  | _____ %               |
| <input type="checkbox"/> Medical Schools  | _____ %               |
| <input type="checkbox"/> Medical Office Facilities and Clinics  | _____ %               |
| <input type="checkbox"/> Mental Institutions  | _____ %               |
| <input type="checkbox"/> Office Buildings (with tenant improvements)  | _____ %               |
| <input type="checkbox"/> Parks  | _____ %               |
| <input type="checkbox"/> Playground and Recreational Facilities   | _____ %               |
| <input type="checkbox"/> Public Health Centers  | _____ %               |
| <input type="checkbox"/> Research Facilities  | _____ %               |
| <input type="checkbox"/> Stadiums   | _____ %               |
| <input type="checkbox"/> Central Utilities Plants   | _____ %               |
| <input type="checkbox"/> Water Supply and Distribution Plants   | _____ %               |
| <input type="checkbox"/> Sewage Treatment and Underground Systems   | _____ %               |
| <input type="checkbox"/> Electrical Substations and Primary and Secondary Distribution Systems, Roads, Bridges and Major Site Improvements when performed as Independent projects | _____ %               |

| Building Type – Group IV   | Percentage of Project |
|--|-----------------------|
| <input type="checkbox"/> Aquariums                               | _____ %               |
| <input type="checkbox"/> Auditoriums                             | _____ %               |
| <input type="checkbox"/> Art Galleries                           | _____ %               |
| <input type="checkbox"/> College Buildings with special features | _____ %               |
| <input type="checkbox"/> Communications Buildings                | _____ %               |
| <input type="checkbox"/> Special Schools                         | _____ %               |
| <input type="checkbox"/> Theaters and similar facilities         | _____ %               |
| <input type="checkbox"/> Other                                   | _____ %               |



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**Building Type – Group V****Percentage of Project**

- |                          |   |         |
|--------------------------|---|---------|
| <input type="checkbox"/> | Residences and Specialized Decorative Buildings | _____ % |
| <input type="checkbox"/> | Other   | _____ % |

**Repetitive Design or Duplication of Facilities**

Does the Building Program/Requirements support repetitive design or duplication of Facilities justifying an adjustment in A/E Design Fees? ☐ Yes ☒ No

**Building Program Development**

Will the A/E Agreement require the Development of a Comprehensive Building/Design Program in lieu of one provided by Owner requiring an adjustment in A/E Fees? ☐ Yes ☒ No

**Construction Consultant Services**

Will the University be utilizing a Construction Consultant who will perform some of the services normally provided by the Architect requiring an adjustment of A/E Fees? ☐ Yes ☒ No

**Multiple Prime Trade Contracts**

Will the project be competitively bid and constructed using Multiple Trade Contracts requiring additional services from the A/E? ☐ Yes ☒ No

**Design Build Services**

Will the University be using a Design/Build process, which will result in a reduction in contracted design services and a corresponding adjustment in A/E Fees? ☐ Yes ☒ No

**Architect/Engineer Project Notifications**

- ☐ Advertised through State Division of Construction Management
- ☐ Local/State Trade Journals
- ☒ Posted on Campus Web Pages
- ☒ Direct Contact with A/E Companies/Firms
- ☒ Other: Newspaper and email distribution list

**Appointed Consultant Selection Committee (CSC):**

1. David Welch, Senior Project Manager
2. Vince Dooley, Architectural Design Coordinator
3. Jason Bigelow, University Architect
4. Bonner Lee, University Landscape Architect
5. Richard Powell, University Civil Engineer
6. Chris D'Esposito, Executive Director of Transportation Services

**Qualified Firms/Companies Submitted:**

1. Duncan Coker Associates, PC, Tuscaloosa, AL
2. McGiffert & Associates, LLC, Tuscaloosa, AL
3. Thompson Engineering, Tuscaloosa, AL

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

1. Duncan Coker Associates, PC, Tuscaloosa, AL
2. McGiffert & Associates, LLC, Tuscaloosa, AL
3. Thompson Engineering, Tuscaloosa, AL


## Reviewed and approved by:

- DocuSigned by:

Vince Dooley  
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**Chairman of Consultant Selection Committee**

  
Vice President for Finance

**Vice President for Finance and Operations and Treasurer**

# **REQUEST FOR ARCHITECTURAL / ENGINEERING SERVICES**

June 2, 2023

**The Kirkbride Lane Parking Lot**  
UA Project No. P236-23-3317

Issued by

Construction Administration  
The University of Alabama

Note:

This submittal will be deemed a public record and open to public inspection; therefore, this submittal should not include anything that needs to be maintained in confidence. If there is material which the proposer deems confidential, the proposer should indicate which material is deemed confidential, and that the material will be released to UA only upon a promise of confidentiality. This will allow UA to protect it against an open records request.

## The Kirkbride Lane Parking Lot

UA Project No. P236-23-3317

**Please address all submittals and clarification questions to:**

**Mr. Vincent Dooley, Architectural Design Coordinator**  
**Construction Administration**  
**The University of Alabama**  
**413 Cahaba Circle**  
**Tuscaloosa, Alabama 35404**  
**Voice 205-348-8584**  
**Email: [vddooley@ua.edu](mailto:vddooley@ua.edu)**

### **RFQ PROJECT SCHEDULE**

|                       |  |
|-----------------------|--|
| June 12, 2023         | Response deadline for Engineering Firms                |
| June 13-15, 2023      | UA Selection Committee Evaluation I                    |
| June 15, 2023         | Notification to the top ranked Engineering firms       |
| July 10, 2023         | UA oral interviews (if necessary for top ranked firms) |
| July 13, 2023         | Engineer rankings and Recommendation to BOT            |
| <b>September 2023</b> | <b>Approval by UA Board of Trustees</b>                |

### **PROJECT DESCRIPTION**

The Kirkbride Lane Parking Lot project (“Project”) will provide additional parking and improve access and security for visitors, students, faculty, and departmental personnel in the area of the Printing and Mail Services Facility, Searcy Hall, Smart Communities and Innovation Building, and the future Performing Arts Academic Center.

The proposed Project will promote continued development and activation of the Peter Bryce Campus into the greater University. The estimated construction cost is approximately \$1,700,000.00.

## PROJECT GOALS`

All construction bid packages will be competitively bid in compliance with the State of Alabama Public Works Law (Code of Alabama, Title 39).

### **APPLICATION REQUIREMENTS:**

The University is seeking Engineering firms/teams with comprehensive parking lot and civil design expertise. The Engineering firm will be responsible for providing engineering designs to satisfy the UA design standards and guidelines, the Alabama Division of Construction Management standards, and the State Building Code, as well as any other applicable codes for this type of project. **Please upload/submit one (1) electronic copy using the link below by 5:00 pm local time on Monday, June 12, 2023.**

[Link to upload submissions:](#)

<https://alabama.app.box.com/f/630dcaa21e9446a3bd74bf63813b3ce6>

File name: (firm's name) Kirkbride-UARFQ.pdf

### **SUBMISSION REQUIREMENTS:**

Respondents shall carefully read the information contained in the following criteria and respond in their application.

#### **ONE: RESPONDENT'S STATEMENT OF QUALIFICATIONS** (Score 1-5)

- A. Describe your firm's experience working with other universities and state agencies.
- B. Describe your firm's experience working with The University of Alabama.
  - a. The UA desires to have input in the procurement of consultants once the top ranked firm is selected.
- C. The UA encourages the use of certified minority-owned businesses and certified women-owned businesses in its construction program. Describe your firm's approach in soliciting certified minority-owned or women-owned firms and consultants.

#### **TWO: RESPONDENT'S PERFORMANCE ON PAST REPRESENTATIVE PROJECTS** (Score 1-5)

- A. Identify and describe the proposed team's past experience providing design

services that are **identical or similar** to this project within the last ten (10) years. List the projects in order of priority, with the most relevant project listed first.

B. Provide references (for each project listed above, identify the following):

- The Owner's name and their representative who served as the day-to-day liaison during the design and construction phases of the project, including current contact information.

The Owner may contact these references during this qualification process.

C. Has your firm/organization within the past seven (7) years ever been terminated from a design project? If yes, please give pertinent details.

### **THREE: LITIGATION AND CLAIMS** (Score 1-5)

- Does your firm/organization or any of its officers currently have any judgments, claims, arbitration, or mediation proceedings pending or outstanding? If yes, please give pertinent details and outcome(s).
- Has your firm/organization within the past seven (7) years filed any lawsuits or requested arbitration or mediation proceedings in regard to any of your construction projects? If yes, please give pertinent details and outcome(s).

### **FOUR: RESPONDENT'S ABILITY TO MEET INSURANCE REQUIREMENTS** (Score 1-5)

- Does your firm/organization have the ability to meet all the UA insurance requirements? (See attached)
- What is your process for managing any claims of the contractors during the project?

### **FIVE: PROJECT SPECIFIC CRITERIA** (Score 1-5)

- Describe and provide examples of civil site designs including drainage, lighting, ADA regulations, pedestrian enhancements/connections, traffic, and pedestrian control.
- What is your design approach or methodology and standard of care for fast paced design projects.
- Describe your firm's experience with the coordination of a large parking lot in an area that has a high volume of pedestrian traffic and is in a highly visible area.



**SELECTION PROCESS:**

Upon receipt, submittals will be evaluated by the Selection Committee. The Selection Committee will rank the firms accordingly to participate in oral Interviews (usually top three). A project program (if applicable or complete) will be sent to all top ranked firms to assist with their oral interviews. Following oral interview evaluations, the top ranked firms will be recommended to the Board of Trustees for approval. A contract will be negotiated with the top-ranked firm as approved by the Board of Trustees. If a contract can be negotiated, then that firm will be selected. If a contract cannot be negotiated, then negotiations with the next highest ranked firm will commence until an agreement satisfactory to UA is reached. Preference shall be granted to an Alabama-based firm when qualities are comparable. This project is subject to approval by the Board of Trustees of the University of Alabama.

**Note:**

Upon entering into an Agreement, the selected firm will be required to submit a Vendor Disclosure Statement. Samples of these documents are attached for your review.

**ATTACHMENTS**

- A. Insurance Requirements
- B. Vendor Disclosure Statement



July 20, 2023

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  
 Kirkbride Lane Parking Lot  
 UA Project #: P236-23-3317

Dear Dr. Keith and Trustee Brooks,

Pursuant to Board Rule 415, on June 9, 2023 The Board of Trustees of The University of Alabama ("Board") approved the Stage I submittal for the Kirkbride Lane Parking Lot Project ("Project") to be located between Randall Way and Kirkbride Lane at the Northwest corner of the Peter Bryce Boulevard and Randall Way intersection, at a preliminary total Project budget amount of \$2,779,230.

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 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 12, 2023.

A Consultant Selection Committee, appointed by the University in accordance with the provisions of Board Rule 415, reviewed the submitted brochures and on July 10, 2023, interviewed the following architectural firms:

- Duncan Coker Associates, PC, Tuscaloosa, AL
- McGiffert and Associates, LLC, Tuscaloosa, AL
- Thompson Engineering, Tuscaloosa, AL

The Consultant Selection Committee then determined the following ranking for the firms deemed most qualified for the Project:

1. Duncan Coker Associates, PC, Tuscaloosa, AL
2. McGiffert and Associates, LLC, Tuscaloosa, AL

Kirkbride Lane Parking Lot CSP I  
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### 3. Thompson Engineering, Tuscaloosa, AL

The primary selection criteria used in the ranking of the firms included the following:

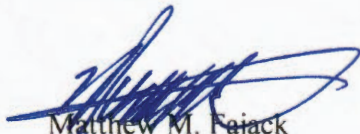
1. The firms represented a clear understanding of the Project program and goals, a design approach or methodology and standard of care necessary with civil projects.
2. The firms presented the most favorable listing of qualified principals, staff, and associated engineers for the Project along with a commitment to meet the University's schedule for completion of the design and construction of the Project.
3. The firms are committed to using Alabama-based consultant engineers for the Project.

Approval is hereby requested for:

1. The ranking of consultant firms listed hereinbefore.
2. Approval to submit these rankings to the Physical Properties Committee for consideration.

For your convenience, a Project Summary has been attached. 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/atchmt: Michael Rodgers  
 Tim Leopard  
 David Welch  
 Vince Dooley

\*\*\*\*\*

Kirkbride Lane Parking Lot CSP I  
July 20, 2023  
Page 3

The above listing of 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 August 31 – September 1, 2023, Physical Properties Committee.

\*\*\*\*\*

DocuSigned by:

*Dana S Keith*

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**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



# KIRKBRIDE LANE PARKING LOT

## LOCATION MAP

