

UNIVERSITY OF ALABAMA SYSTEM
BOARD RULE 415
BOARD SUBMITTAL CHECKLIST CRITERIA

BOARD SUBMITTAL CHECKLIST NO. 1 & 2
CAPITAL PROJECT - STAGE I & II SUBMITTAL ^{/1}
(General information, Architect Ranking, Project Scope and Project Budget) ^{/8}

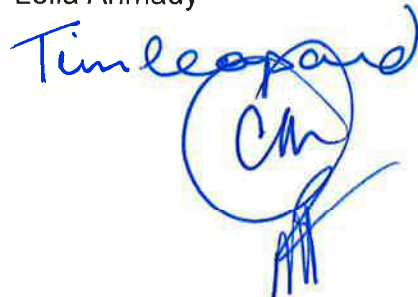
CAMPUS: The University of Alabama, Tuscaloosa, Alabama

PROJECT NAME: University Early Childhood Development and Education Center

MEETING DATE: November 2 - 3, 2023

- 1. Board Submittal Checklist No. 1 and 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 I and II Submittal (General Information, 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 ^{/2}
- 5. Executive Summary – Architect, Engineer, Selection Process (include Interview Outline). ^{/3, /4, /5}
- 6. Supplemental Project Information Worksheet – Exhibit “K”, Board Rule 415
- 7. 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 ^{/6}
- 8. Preliminary Business Plan (if applicable) ^{/7}
- 9. Campus map(s) showing project site

Prepared by: Leila Ahmady

Approved by: 

^{/1} Reference Tab 3H – Board Rule 415 Instructional Guide
^{/2} Reference Tab 3E – 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 Physical Properties Committee and Senior Vice Chancellor for Finance & Administration, Reference Tab 3-O-Board Rule 415, Instructional Guide



Office of the
President

October 4, 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 I and a Stage II submittal for the University Early Childhood Development and Education Center project.

The resolution requests authorization to establish a preliminary scope, budget, and funding for the project, as stipulated, and to enter into an Owner Designer Agreement with CCR Architecture and Interiors, of Birmingham, Alabama, as the principal design firm for this 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 of The University of Alabama at their regular meeting November 2-3 2023.

Sincerely,

A handwritten signature in black ink that reads "Stuart R. Bell /mct".

Stuart R. Bell
President

Enclosure



THE UNIVERSITY OF ALABAMA

RESOLUTION

APPROVAL OF THE PRELIMINARY PROJECT SCOPE AND BUDGET;
AUTHORIZATION TO EXECUTE AN OWNER/ARCHITECT AGREEMENT
FOR THE UNIVERSITY EARLY CHILDHOOD DEVELOPMENT
AND EDUCATION CENTER

WHEREAS, in accordance with Board Rule 415, The University of Alabama (“University”) is requesting approval of a Stage I submittal for the University Early Childhood Development and Education Center project (“Project”) to be located at 1300 21st Street East; and

WHEREAS, accessible and quality childcare is an important and highly sought-after benefit for University employees and the existing Judy Bonner Child Development Center has consistently operated at capacity and with an extensive waiting list; and

WHEREAS, the University has evaluated childcare needs for faculty and staff and determined that expanding these services to allow for more employees to receive these benefits would increase job satisfaction, improve retention, improve the ability to recruit top faculty and staff, and improve the overall work-life balance of faculty and staff with small children; and

WHEREAS, the Project will provide additional teaching, learning and research opportunities for Students and Faculty; and

WHEREAS, the Project will be constructed to accreditation standards and will be licensed through the Alabama Department of Human Resources Child Care Services Division, Office of Child Care Licensing; and

WHEREAS, the proposed Project includes the renovation of a portion of the former Northington Elementary School, which is well-suited to adaptive reuse as a childcare facility due to it including a flat topography, sufficient space for safe and efficient drop-off and pick-up vehicular circulation, and dedicated parking; and

WHEREAS, the renovation of 23,747 square feet of the existing facility and 11,500 square feet of the adjacent gymnasium will allow for childcare services for dependents of faculty, staff and students for approximately 250 children; and

WHEREAS, the Project site and facility is accessible and vacant, and the proposed use is deemed the most appropriate and is consistent with the nature of the area; and

WHEREAS, concurrent to this submittal, the University is also submitting to the Finance Committee a Master Services Agreement with KinderCare Education At Work, LLC. for the management and operation of the childcare facility; and

WHEREAS, CCR Architecture and Interiors, of Birmingham Alabama (“CCR”), was engaged by the University to perform due diligence and programming services for this Project and is also the Architect of Record for the University of Alabama at Birmingham’s New Child Development Center which should result in increased efficiencies and reduced design time; and

WHEREAS, as CCR’s familiarity and extensive knowledge of childcare facilities and programs as well as University Design Standards and procedures will facilitate an efficient and streamlined design process, the University is requesting approval to waive the Consultant Selection Process and to utilize CCR to provide design services for the Project; and

WHEREAS, the University has negotiated a final design fee for CCR’s services based on 6% of the cost of construction packages and owner furnished contractor installed material, plus a 1.05 renovation factor, plus \$9,400 for additional services, less a credit of \$50,000, which represents a 22% discount of the standard design fee; and

WHEREAS, the Project consists of two construction packages to maintain an efficient and cost-effective delivery, including Construction Package A – Interior Renovation and Construction Package B – Early Plumbing Rough-in; and

WHEREAS, to mitigate the effects of continued supply chain challenges associated with long lead equipment, the Project includes the purchase of Owner Furnished Contractor Installed (“OFCI”) Equipment; 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 \$14,180,000 and will eliminate campus deferred maintenance liabilities in the amount of approximately \$9,000,000; and

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

BUDGET:	PRELIMINARY
Construction Package A – Interior Renovation	\$ 8,800,000
Construction Package B – Early Plumbing Rough-in	\$ 600,000
Owner Furnished Contractor Installed (OFCI)	\$ 1,000,000
Furniture, Fixtures and Equipment	\$ 350,000
Security/Access Control	\$ 325,000
Telecommunication/Data	\$ 100,000
Contingency* (10%)	\$ 1,040,000
UA Project Management Fee** (4.5%)	\$ 514,800
Architect/Engineer Fee*** (6%)	\$ 614,600
Consultant Fee - KinderCare	\$ 33,000
Other****	\$ 524,561
Escalation*****	\$ 278,039
TOTAL PROJECT COST	\$ 14,180,000

*Contingency is based on 10% of Construction packages A and B and OFCI Equipment.

**UA Project Management Fee is based on 4.5% of Construction packages A and B, OFCI Equipment, and Contingency.

***Architect/Engineer Fee is based on 6% of the costs of Construction packages A and B and OFCI Equipment, and a 5% renovation factor, and \$9,400 additional services, and a \$50,000 credit.

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

*****Escalation includes an anticipated 1% inflation per month through the estimated bid date of December 2023.

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

1. The Stage I and Stage II submittal packages for the Project are hereby approved.
2. The preliminary budget and funding for the Project as stipulated above are hereby approved.
3. 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 hereby are, authorized to act for and on behalf of the Board to execute an owner designer agreement with CCR Architecture and Interiors, of Birmingham, Alabama, for design services in accordance with Board Rule 415 for this Project.

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

MEETING DATE: November 2-3, 2023

CAMPUS: The University of Alabama, Tuscaloosa, AL

PROJECT NAME: University Early Childhood Development and Education Center

PROJECT NUMBER: 495-23-3456

PROJECT LOCATION: 1300 21st St East, Tuscaloosa, AL 35404

ARCHITECT: CCR Architecture and Interiors, Birmingham, AL (requesting with this submission)

THIS SUBMITTAL:	PREVIOUS APPROVALS:
<input checked="" type="checkbox"/> Stage I	
<input checked="" type="checkbox"/> Stage II	
<input type="checkbox"/> Campus Master Plan Amendment	
<input type="checkbox"/> Stage III	
<input type="checkbox"/> Stage IV	

PROJECT TYPE	SPACE CATEGORIES	PERCENTAGE	GSF
<input type="checkbox"/> Building Construction	Childcare	~ 60.4%	21,270
<input type="checkbox"/> Building Addition	Childcare Service	~ 3.3%	1,172
<input checked="" type="checkbox"/> Building Renovation	Office and Administrative	~ 2.0 %	715
<input type="checkbox"/> Equipment	Food Preparation	~ 1.7%	590
	Gym	~ 32.6%	11,500
TOTAL		100%	35,247

BUDGET	Preliminary
Construction Package A – Interior Renovation	\$ 8,800,000
Construction Package B – Early Plumbing Rough-in	\$ 600,000
Owner Furnished Contractor Installed (OFCI) Equipment	\$ 1,000,000
Furniture, Fixtures and Equipment	\$ 350,000
Security/Access Control	\$ 325,000
Telecommunication/Data	\$ 100,000
Contingency* (10%)	\$ 1,040,000
UA Project Management Fee** (4.5%)	\$ 514,800
Architect/Engineer Fee*** (6%)	\$ 614,600
Consultant Fee - KinderCare	33,000
Other ****	\$ 524,561
Escalation*****	\$ 278,039
TOTAL PROJECT COST	\$ 14,180,000
Total Construction Cost per square foot \$325	

*Contingency is based on 10% of Construction packages A and B and OFCI Equipment.

**UA Project Management Fee is based on 4.5% of Construction packages A and B, OFCI Equipment, and Contingency.

***Architect/Engineer Fee is based on 6% of the costs of Construction packages A and B and OFCI Equipment, and a 1.05 renovation factor, and \$9,400 additional services, and a \$50,000 credit.

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

*****Escalation includes an anticipated 1% inflation per month through the estimated bid date of December 2023.

ESTIMATED ANNUAL OPERATING AND MAINTENANCE (O&M) COSTS:	
(Utilities, Housekeeping, Maintenance, Insurance, Other)	
35,247 sf x ~\$13/sf	\$ 204,296
Total Estimated Annual O&M Costs:	\$ 204,296

FUNDING SOURCE:

University Central Reserves \$ 14,180,000

O&M Costs: University Annual Operating Funds \$ 204,296**NEW EQUIPMENT REQUIRED**

Chiller

Boiler

Air-handler units

Pumps

Hot water heater

Other items as lead-times demand

Total Equipment Costs: \$1,000,000**PROJECT SCOPE:**

The University Childcare Center project (“Project”), located at 1300 21st Street East, will address childcare needs for UA’s faculty, staff and students. The project will renovate approximately 23,747 gross square feet of the former Northington Elementary School to create childcare space, childcare support space, office and administrative space, as well as outdoor recreation and playground spaces. The renovated facility will accommodate two hundred and fifty (250) infants, toddlers, and children.

In addition, 11,500 gross square feet of the existing adjacent Gymnasium will be renovated to include a space for indoor play as well as provide the opportunity for the University to expand its offerings for potential summer camps and after-school care.

The Project will be constructed to accreditor standards and will be licensed through the Alabama Department of Human Resources Child Care Services Division, Office of Child Care Licensing.

The entire building will receive upgraded HVAC, plumbing and Life Safety Systems. The HVAC system within the Childcare Center will specifically have upgraded Indoor Air Quality requirements and infection prevention.

Long lead items will be Owner Purchased Contractor Installed to mitigate the effect of continued supply chain challenges.

The existing surface parking lot will be reconfigured to accommodate parking and safe drop-off and pick-up vehicular circulation as well as provide access to the gymnasium to accommodate potential service offering expansions.

The Project will eliminate approximately \$9,000,000 in campus deferred maintenance liabilities.

PROJECT STATUS

SCHEMATIC DESIGN:	Date Initiated	May 2023
	% Complete	100%
	Date Completed	October 2023
PRELIMINARY DESIGN:	Date Initiated	November 2023
	% Complete	0%
	Date Completed	November 2023
CONSTRUCTION DOCUMENTS:	Date Initiated	December 2023
	% Complete	0%
	Date Completed	December 2023
SCHEDULED BID DATE:		December 2023

**N/A on Stage I Projects*

RELATIONSHIP AND ENHANCEMENT OF CAMPUS PROGRAMS

Childcare is a highly valued and sought-after benefit for employees with small children. Completion of this project will increase the University's employee childcare capacity by two hundred and fifty infants, toddlers, and children.

The increased capacity will improve the work-life balance for a greater number of faculty and staff and will make the University a more inviting employment option. This improvement will increase job satisfaction, improve retention of existing employees, and improve the University's ability to recruit new top faculty and staff.

Onsite childcare will support the work-life balance of employees with young children. It will help reduce commute times, increase focus on work, and assist with consistent work attendance, all of which can be influenced by unreliable or inconvenient childcare.

Attachment K to Board Rule 415

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

FY: 2023 – 2024

Project Name: University Early Childhood Development and Education Center
Project Address/Location: 1300 21st St East, Tuscaloosa, AL 35404
Campus: The University of Alabama, Tuscaloosa, AL

1. Will this Project increase the current space inventory on campus or replace existing space?

- | | | | | |
|--|-------|---------------|---------|-----|
| <input checked="" type="checkbox"/> increase space inventory | .002 | % increase | 35,247* | GSF |
| <input type="checkbox"/> replace space inventory | _____ | % replacement | _____ | GSF |
| <input type="checkbox"/> renovation of existing space only | | | _____ | GSF |

*Includes 23,747 gsf Childcare Center proper and 11,500 gsf of gymnasium.
 Acquired Space is incorporated into the Campus Inventory as it is activated.

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

Comments:

This is a new program that activates recently acquired space.

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				
310 Office	2	2	715	
315 Office Service				
350 Conference Room				
355 Conference Room Service				
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				
610 Assembly				
615 Assembly Service				
620 Exhibition				
625 Exhibition Service				
630 Food Facility	2	1	590	
635 Food Facility Service				
640 Day Care	18	250	21,270	
645 Day Care Service	20	4	1,172	
650 Lounge				
655 Lounge Service				
660 Merchandising				
665 Merchandising Service				
670 Recreation	2	250	11,500	
675 Recreation Service				
680 Meeting Room				
685 Meeting Room Service				
700 Support Facilities				
710 Central Computer or Telecommunications				

715 Central Computer or Telecommunications Service				
720 Shop				
725 Shop Service				
730 Central Storage				
735 Central Storage Service				
740 Vehicle Storage				
745 Vehicle Storage Service				
750 Central Service				
755 Central Service Support				
760 Hazardous Materials Storage				
770 Hazardous Waste Storage				
775 Hazardous Waste Service				
780 Unit Storage				

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				
050 Inactive Area				
060 Alteration or Conversation Area				
070 Unfinished Area				
WWW Circulation Area				
W01 Bridge Tunnel				
W02 Elevator				
W03 Escalator				
W04 Loading Dock				
W05 Lobby				
W06 Public Corridor				
W07 Stairway				
XXX Building Service Area				
X01 Custodial Supply Closet				
X02 Janitor Room				
X03 Public Rest Room				
X04 Trash Room				
YYY Mechanical Area				
Y01 Central Utility Plant				
Y02 Fuel Room				
Y03 Shaft				

Y04 Utility/Mechanical Space				
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Data reported on latest fiscal year data available.
 Utilization factor based on Scheduled Operating Hours at each Campus – outlined below in notations.

Comments/Notations:

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

Estimated new Funds from Tuition/Programs \$ N/A Yr.

Comments:

This project is not expected to directly result in additional funds from tuition or programs. However, onsite childcare for faculty, staff, and students is a highly sought-after benefit that supports employee retention and job satisfaction. This project will result in an additional child care capacity of 250 children, helping to address the over 500-child waiting list at the current UA child care programs. The project will improve UA’s ability to recruit and retain highly qualified 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:

- Teresa Shreve Assistant Vice-President, Enterprise Operations
- Carol N. Agomo M.B.A., M.P.H. Director of Administration and Contracts
- Alison Hooper, Ph.D. Assistant Professor of Early Childhood Education
- Jason Bigelow, University Architect
- Leila Ahmady, University Project Manager

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

Source(s)	New Funds (FY_____)	Reserves	Status /7
Tuition			
Student Fees			
Investment Income			
Auxiliary Income			
• External			
• Internal			
Education Sales/Services			
• External			
• Internal			
Direct Grants			
Gifts			
Bonds			
Existing Net Assets			
Other – University Central Reserves		\$14,180,000	Pending
Totals		\$14,180,000	Pending

/7 Approved, allocated, pending

Comments:

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

Operations and Maintenance (O&M) Annual Costs Projections*			
Expense	FY 2021-2022 Data /8	First Full /YR Occupancy FY 2024-2025 _____	Successive Five (5) Year Projections /9
Maintenance	\$40,975	\$49,845	\$249,225
Elevator Service	\$0	\$0	\$0
Building Repairs	\$13,658	\$16,615	\$83,075
Building Services	\$63,445	\$77,179	\$385,895
Electric, Natural Gas, Steam	\$36,657	\$44,592	\$222,960
Chilled Water	\$0	\$0	\$0
Water and Sewer	\$2,022	\$2,460	\$12,300
Insurance	\$7,110	\$8,650	\$43,250
Safety Support	\$3,417	\$4,157	\$20,785
Operations Staff Support Funding	\$656	\$798	\$3,990
Other – Supply Store expenses	0	0	\$0
Totals	\$167,940	\$204,296	\$1,021,480

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

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

Comments:

*Based on 35,247 sf

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

Source(s)	Occupancy Yr <i>/9 (FY 2024-2025)</i>	Future Years <i>/10</i>	Status <i>/7</i>
Tuition			
Student Fees			
Investment Income			
Auxiliary Income			
• External			
• Internal			
Educational Sales & Services			
• External			
• Internal			
Direct Grant(s)			
Reallocated Funds <i>/11</i>			
Gifts			
Other – Annual Operating Budget	\$204,296	\$1,247,910	Pending
Total/YR	\$204,296	\$1,247,910	Pending

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

Comments:

O&M costs of the Childcare Center will be funded 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?

\$ 9,000,000 63 % of Total Development Costs

Comments:

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

The University considered several possible alternatives to address the need for additional childcare capacity. Alternatives evaluated included expanding current facilities and constructing a new facility on campus. After evaluating these options, it was determined that renovating the Northington facility was the most cost-effective option and the most feasible way to address the significant childcare need of over 200 additional slots. Constructing a new facility would be significantly more expensive, and renovating current facilities is not feasible and would not provide the number of childcare slots needed. The Northington Elementary site was selected because of its size, location, and availability. Given that it was previously an elementary school, its layout is similar to what is needed for a childcare program.

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:

University's Mission and scope of programs and/or services:

This project will provide a modern, renovated, high-quality childcare facility to meet UA faculty, staff, and students' childcare needs. On-campus childcare is a highly desired benefit. This was recommended by the Faculty and Staff Benefits Committee in 2017 after a campus survey showed that 93% of respondents with young children said they would use an on-campus childcare facility, and only 8% of respondents had their childcare needs met by the CDRC.

The need for onsite childcare was reinforced in the Spring 2023 Child Care Report produced by Faculty Senate, PSA, and OCTSA. The report included an extensive review of childcare availability in Tuscaloosa and onsite childcare and peer institutions. Recommendations included renovating Northington Elementary to provide onsite childcare in a University-owned, vendor-managed property.

Onsite childcare will support the work-life balance of UA employees with young children. It will help reduce commute times, increase focus on work, and assist with consistent work attendance, all of which can be influenced by unreliable or inconvenient childcare. Together, this will help the University achieve its Mission to advance the intellectual and social condition of the people of the state, the nation and the world through the creation, translation and dissemination of knowledge with an emphasis on quality programs in the areas of teaching, research and service.

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

The first goal of the University’s strategic plan is to “provide a premier education that enhances the lives of our students, graduates, and the communities they serve.” This Project will advance that goal by:

- Helping the University retain high-quality faculty and staff who have young children, many of whom currently struggle to find high-quality childcare.
- Attracting new and diverse faculty and staff to the University by being able to advertise sufficient available childcare, which currently serves as a barrier to recruitment.

The second goal of the University’s strategic plan is to “increase the University’s productivity and innovation in research, scholarship and creative activities that impact economic and societal development.” This Project will contribute to that goal by:

- Helping the University successfully recruit high-quality faculty and staff to engage in innovative research, scholarship, and creative activities.

The third goal of the University’s strategic plan is to “enrich our learning and work environment by providing an accepting, inclusive community that attracts and supports a diverse faculty, staff, and student body.” This Project will contribute to that goal by:

- Ensuring the University can attract and support diverse faculty, staff, and students, including those with young children and those who may be relocating from outside the West Alabama area with limited extended family to assist with childcare needs.

The fourth goal of the University’s strategic plan is to “foster an environment that will aid in the recruitment, retention, growth, and support of outstanding faculty and staff.” This Project will contribute to that goal by:

- Providing a resource that facilitates work-life balance and enhances the recruitment and retention of outstanding faculty and staff.

The project will improve working conditions and job satisfaction for University employees with young children. This will support greater work motivation, focus, and dedication to the University. Access to reliable childcare has been shown to increase work attendance and job retention. Onsite childcare is a desired benefit newly hired faculty and staff often inquire about, and lack of high-quality childcare can contribute to employees leaving their positions.

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

The project will indirectly support all six of the Core Principles. It directly addresses the second Core Principle by making higher education more accessible to students who have young children and need accessible childcare. The project also addresses the fourth Core Principle. Early childhood education is an important level of education in Alabama, but there have historically been concerns about its quality. The project will add a new high-quality, nationally accredited childcare facility to contribute to improving education.

Finally, the project addresses the sixth Core Principle by elevating the status of The University of Alabama System.

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

If this project were not approved, it would have an immediate negative impact on the campus. Faculty, staff, and students with young children would have to continue to navigate the 500+ child, multi-year waiting list at the CDRC, as well as the other childcare facilities in town, many of which have waiting lists and are not accredited, meaning parents cannot be assured of their quality. This would negatively impact faculty and staff recruitment and retention and employees' productivity and attendance.



October 3, 2023

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

Trustee Marietta M. Urquhart
Chair, Physical Properties Committee
Sid McDonald Hall
500 University Boulevard, East
Tuscaloosa, AL 35401

RE: Request for Waiver of Consultant Selection Process
University Early Childhood Development and Education Center Project
UA Project No.: 495-23-3456

Dear Dr. Keith and Trustee Urquhart,

The University of Alabama (“University”) is requesting a Waiver of the Consultant Selection Process for the University Early Childhood Development and Education Center project (“Project”) located at 1300 21st Street East in a portion of the former Northington Elementary School.

The University proposes to utilize CCR Architecture and Interiors of Birmingham, Alabama, (“CCR”) as the principal design firm for this Project. The services of CCR are proposed due to the firm having served as consultant for the programming for this Project and their familiarity and innate knowledge of the Project. Also, as the designer of record for UAB’s recently completed Child Development Center, CCR is knowledgeable of the requirements for Alabama childcare facilities licensing and related National Association for the Education of Young Children best practices and standards. This insight will facilitate an efficient and streamlined design process and will enable the opening of the center in the most expedient manner and in alignment with typical enrollment periods in the Tuscaloosa area. CCR has also worked closely with the Project team to identify long lead items and secure their early procurement to facilitate the Project schedule and opening by Fall 2024.

The University has negotiated a design fee of 6% of the cost of construction packages plus the value of owner furnished contractor installed equipment, with a 1.05 renovation factor, plus \$9,400 for additional services and less a discount credit of \$50,000 for CCR’s familiarity with the facility and recent programming with the end users. The negotiated fee reflects a 22% reduction off the standard fee for this type of project (Group III).

University Early Childhood
 Development and Education Center Project
 October 3, 2023
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Cost of the Work		Percentage Fee for Building Group III		Major Renovation Factor		Credits		Fee
\$10,400,000	x	6%	+	25%	-	\$0	=	\$780,000
\$10,400,000	x	6%	+	5%	-	\$50,000	=	\$605,200


The proposed fee represents a significant financial benefit to the University and a discount of \$174,800 or approximately 22% of the standard fee for the Project.

Approval is hereby requested for:

1. Waiver of the Consultant Selection process.
2. CCR Architecture and Interiors of Birmingham, Alabama, as the design service provider for the Project at a negotiated design fee based on 6% of the cost of construction packages plus owner furnished contractor installed equipment, plus a 1.05 renovation factor, plus \$9,400 for additional services, and less total credits in the amount of \$50,000.
3. Submittal to the Physical Properties Committee for review and approval.

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. Eajack
 Vice President for Finance and Operations
 and Treasurer

MMF/ccj

Attachment

Pc w/atcmts:

Michael Rodgers
 Tim Leopard

Matt Skinner
 Leila Ahmady

Jessica Morris

University Early Childhood
Development and Education Center Project
October 3, 2023
Page 3

Recommended for Approval

Not Recommended for Approval. Submit to Physical Properties Committee

DocuSigned by:

Dana S Keith

9C2EFD005B6C48D1

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:

Marietta Urquhart

73592E8B4A0847Z...

Trustee Marietta M. Urquhart, Chair for Physical Properties Committee

EDUCATION CENTER

VICINITY MAP



UNIVERSITY EARLY CHILDHOOD DEVELOPMENT AND EDUCATION CENTER

LOCATION MAP



Assumptions:					
Clients	230.00				
Price per Week	211.00				
Variable expenses/student/year	8,096.23				
Other variable expenses/student/year	1,446.12				
Projections:					
Year	1	2	3	4	5
Revenue	2,523,560	2,599,267	2,677,245	2,757,562	2,840,289
Expenses:					
Fixed Salaries (On-site leadership)	236,339	243,429	250,732	258,254	266,002
Variable salaries expenses (Teachers)	1,625,794	1,674,568	1,724,805	1,776,549	1,829,845
Other variable expenses (Utilities, supplies, food, etc.)	332,608	342,586	352,863	363,449	374,353
Management fee	310,942	320,271	329,879	339,775	349,968
Total Expenses	2,505,683	2,580,853	2,658,279	2,738,027	2,820,168
Net profit <loss>	17,877	18,413	18,966	19,535	20,121
* Student/Teacher Ratio:					
Infant	4				
Toddler I	6				
Toddler II & III	6				
Discovery Preschool	8				
Preschool I	12				
Preschool II	12				
Pre K	15				
School Age	15				
<p>*Ratios are based on assumptions used in projections and will change if any of the childcare facility parameters change, which is likely. All ratios will be maintained in accordance with the National Association for the Education of Young Children (NAEYC).</p>					