

**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: Beta Theta Pi Rear Addition

MEETING DATE: February 1-2, 2024

- ☒ 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: Michael Hand

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

December 19, 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 Stage I and Stage II submittals for the Beta Theta Pi Rear Addition Project.

The resolution requests authorization to establish the preliminary project scope, budget, and funding, as stipulated, and to enter into an Owner Designer Agreement with Ellis Architects, Inc. of Tuscaloosa, 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 on February 1-2, 2024.

Sincerely,

A handwritten signature in dark ink, appearing to read "Stuart R. Bell". The signature is stylized with large, flowing letters.

Stuart R. Bell
President

Enclosure



THE UNIVERSITY OF ALABAMA

Approval of the preliminary project scope and budget; providing authorization to execute an Owner/Architect Agreement for the Beta Theta Pi Fraternity House Rear Addition

RESOLUTION

WHEREAS, in accordance with Board Rule 415, The University of Alabama (“University”) is requesting approval of Stage I and Stage II submittals for the Beta Theta Pi Rear Addition project (“Project”) to be located at 960 University Boulevard; and

WHEREAS, the Project will allow for an addition to the north elevation (“rear”) of the Beta Theta Pi (“Chapter”) fraternity house, consisting of a 1,000 square foot extension to the existing recreation room and an additional 200 square feet of needed storage space for a total increase of 1,200 square feet; and

WHEREAS, the addition will enhance the functionality of the house and the student-life experience for both existing and future members by aligning the house with current trends in Greek life, which will aid in recruitment and Chapter growth; and

WHEREAS, to mitigate the impact to Chapter members during the Fall semester and to meet the Chapter’s request to occupy the additional space by the Spring 2025 semester, the University has sequenced the Project to include a preliminary Utility and Infrastructure relocation package ahead of the main construction package; and

WHEREAS, Ellis Architects (“Ellis”) of Tuscaloosa, Alabama, was engaged by the University and the Chapter to perform due diligence and programming services for this Project, thereby gaining valuable insight to the Project and specific Chapter needs; and

WHEREAS, this insight, as well as Ellis’s knowledge of University Standards, design principles, and procedures, will greatly facilitate an efficient design and administrative process; and

WHEREAS, Ellis has agreed to accelerate design services so that the Project can be completed, and the additional space fully utilized for the Spring 2025 semester, and for the other abovementioned benefits, the University, on behalf of the Chapter, is requesting approval to waive the Consultant Selection Process and to utilize Ellis for the Project; and

WHEREAS, the University has negotiated a final design fee based on 7.7% of the cost of the main construction package, with a 1.18 renovation factor, plus additional services of a not-to-exceed amount of \$1,000, less a credit of \$9,700, which represents a discount of approximately 23% of the standard fee; and

WHEREAS, the engineering services for the Construction – Utilities & Infrastructure Package will be a direct engineering services agreement between the University and a civil engineering firm to ensure coordination with critical University utilities in the area and City of Tuscaloosa requirements; and

WHEREAS, the Project will be funded from Beta Theta Pi Chapter Reserves in the amount of \$1,171,205, which the University has verified, and the Chapter is current with their existing note; 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 preliminary budget for the Project is as stipulated below:

BUDGET:		PRELIMINARY
Construction – Addition Package	\$	575,000
Construction - Utilities & Infrastructure Package	\$	125,000
Landscaping	\$	25,000
Security & Access Control	\$	50,000
Telecomm & Data	\$	50,000
Contingency* (10%)	\$	72,500
UA Project Management Fee** (4.5%)	\$	35,888
Architect/Engineer Fee*** (~8.1%)	\$	57,045
Other****	\$	125,000
Escalation*****	\$	55,772
TOTAL PROJECT COST	\$	<u>1,171,205</u>

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

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

***Architect/Engineer Fee is based on 7.7% of the Construction - Addition Package plus a 1.18 Renovation Factor, plus \$1,000 in NTE Additional Services, less a \$9,700 credit, plus a lump sum engineering fee of \$11,250 for the Construction – Utilities & Infrastructure Package plus \$3,500 in NTE Additional Services, less a credit of \$1,250 that will be a direct engineering services agreement between the University and a civil engineer to ensure coordination with critical University utilities in the area.

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

*****Escalation is currently based on an anticipated 1% inflation per month through September of 2024 and 0.5% per month thereafter. Therefore, escalation is calculated on a 5% basis for this project based on the anticipated 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 I submittal package for the Project is hereby approved.
2. The preliminary Project scope, budget, and funding, 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 architectural agreement with Ellis Architects, Inc. 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:	<u>February 1-2, 2024</u>
CAMPUS:	<u>The University of Alabama, Tuscaloosa, Alabama</u>
PROJECT NAME:	<u>Beta Theta Pi Rear Addition</u>
PROJECT NUMBER:	<u>908-24-3527</u>
PROJECT LOCATION:	<u>960 University Blvd</u>
ARCHITECT:	<u>Ellis Architects, Inc., Tuscaloosa, AL - pending approval</u>

THIS SUBMITTAL:

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

PREVIOUS APPROVALS:

PROJECT TYPE	SPACE CATEGORIES	PERCENTAGE	GSF
<input type="checkbox"/> Building Construction			
<input checked="" type="checkbox"/> Building Addition	Fraternity	100%	1,200
<input type="checkbox"/> Building Renovation			
<input type="checkbox"/> Equipment			
TOTAL		100%	1,200

BUDGET	PRELIMINARY
Construction – Addition Package	\$ 575,000
Construction - Utilities & Infrastructure Package	\$ 125,000
Landscaping	\$ 25,000
Security & Access Control	\$ 50,000
Telecomm & Data	\$ 50,000
Contingency* (10%)	\$ 72,500
UA Project Management Fee** (4.5%)	\$ 35,888
Architect/Engineer Fee*** (~8.1%)	\$ 57,045
Other****	\$ 125,000
Escalation*****	\$ 55,772
TOTAL PROJECT COST	\$ 1,171,205
Total Construction Cost per square foot \$644	

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

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

***Architect/Engineer Fee is based on 7.7% of the costs of the Construction - Addition Package plus a 1.18 Renovation Factor, plus \$1,000 in NTE Additional Services, less a \$9,700 credit, plus a lump sum engineering fee of \$11,250 for the Construction – Utilities & Infrastructure Package, plus \$3,500 in NTE Additional Services, less a credit of \$1,250 that will be a direct engineering services agreement between the University and a civil engineer to ensure coordination with critical University utilities in the area.

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

*****Escalation is currently based on an anticipated 1% inflation per month through September of 2024 and 0.5% per month thereafter. Therefore, escalation is calculated on a 5% basis for this project based on the anticipated bid date of July 2024 as included in the Project Status.

ESTIMATED ANNUAL OPERATING AND MAINTENANCE (O&M) COSTS:		
(Utilities, Housekeeping, Maintenance, Insurance, Other)		
0 sf x ~\$0.00/sf	\$	NA
Total Estimated Annual O&M Costs:	\$	NA*

***O&M costs will be funded by the chapter from rental income and other charges to fraternity members.**

FUNDING SOURCE:

Chapter Funds \$ 1,171,205

O&M Costs:

\$ NA*

NEW EQUIPMENT REQUIRED**Total Equipment Costs:**

N/A

PROJECT SCOPE:

The proposed Beta Theta Pi Rear Addition project (“Project”), located at 960 University Boulevard, will consist of an addition to the existing recreation room at the rear of the fraternity house. The renovation will enhance the functionality of the current recreation room and bring the house closer to current trends in Greek life which should aid in future recruitment and chapter growth.

The addition includes a 1,000 square foot extension of the current recreation room, approximately doubling the size of the space, as well as a 200 square foot storage room for much needed storage capacity, making the total Project addition around 1,200 square feet.

The addition will be in general alignment with the back of the adjacent Phi Gamma Delta and Sigma Nu houses. Careful attention will be made to ensure that the materials used in the addition will match the existing house.

The Project will be executed in two phases: a preliminary Utility and Infrastructure relocation package, tentatively planned for Summer 2024, and the Addition package, to be executed Fall 2024.

PROJECT STATUS		
SCHEMATIC DESIGN:	Date Initiated	December 2023
	% Complete	100%
	Date Completed	January 2024
PRELIMINARY DESIGN:	Date Initiated	January 2024
	% Complete	30%
	Date Completed	February 2024
<u>Utility and Infrastructure Package</u>		
CONSTRUCTION DOCUMENTS:	Date Initiated	February 2024
	% Complete	0%
	Date Completed	March 2024
SCHEDULED BID DATE:		April 2024
<u>Addition Package</u>		
CONSTRUCTION DOCUMENTS	Date Initiated	March 2024
	% Complete	0%
	Date Completed	June 2024
SCHEDULED BID DATE:		July 2024

**N/A on Stage I Projects*

RELATIONSHIP AND ENHANCEMENT OF CAMPUS PROGRAMS

The proposed project will enhance the student-life experience for existing and future members by providing additional gathering space in the recreation room and storage needed for the house. The addition will increase room functionality and bring the house up to current trends in Greek life.



December 15, 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
Beta Theta Pi Rear Addition
UA Project No.: 908-24-3527

Dear Dr. Keith and Trustee Urquhart,

The University of Alabama ("University") is requesting a Waiver of the Consultant Selection Process for the Beta Theta Pi Rear Addition project ("Project") located at 960 University Boulevard.

The University proposes to utilize Ellis Architects, Inc. of Tuscaloosa, Alabama, ("Ellis"), as the principal design firm for this Project. The services of Ellis are proposed due to the firm having previously been engaged by the Beta Theta Pi Fraternity to perform programming services related to the Project. These services have provided Ellis with familiarity and innate knowledge of the Project that will facilitate an efficient design process and ensure coordination with the existing facility. Accordingly, the University, on behalf of the Chapter, is requesting approval to utilize Ellis Architects, Inc. for this Project.

The University has negotiated a design fee of 7.7% of the cost of the construction package, with a 1.18 renovation factor, plus additional services of a not-to-exceed amount of \$1,000, less a credit for previously completed programming of \$9,700 for a final design fee of \$43,544.50. The negotiated fee reflects a 23% reduction off the standard fee for this type of project (Group III).

Beta Theta Pi Rear Addition Project
 December 15, 2023
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Cost of the Work		Percentage Fee for Building Group III		Major Renovation Factor		Credits		Fee
\$575,000	x	7.7%	+	25%	-	\$0	=	\$55,344
\$575,000	x	7.7%	+	18%	-	\$9,700	=	\$42,545

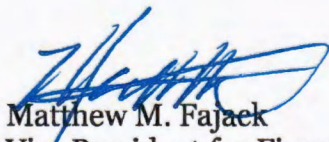
The proposed fee represents a significant financial benefit to the University and a discount of \$12,799 or approximately 23% of the standard fee for the Project.

Approval is hereby requested for:

1. Waiver of the Consultant Selection process.
2. Ellis Architects, Inc., Tuscaloosa, Alabama, as the design service provider for the Project at a negotiated design fee based on 7.7% of the cost of the construction package, plus a 1.18 renovation factor, plus \$1,000 for additional services, and less total credits in the amount of \$9,700.
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. Fajack
 Vice President for Finance and Operations
 and Treasurer

MMF/ccj

Attachment

Pc w/atchmnts:

Michael Rodgers
 Tim Leopard

Matt Skinner
 Michael Hand

Jessica Morris

Beta Theta Pi Rear Addition Project
December 15, 2023
Page 3

☒ Recommended for Approval

☐ Not Recommended for Approval. Submit to Physical Properties Committee

DocuSigned by:

Dana S Keith

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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

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Trustee Marietta M. Urquhart, Chair for Physical Properties Committee

Attachment K to Board Rule 415

Supplemental Project Information Worksheet Annual Capital Development Plan

FY: 2023 – 2024

Project Name: Beta Theta Pi Rear Addition
Address/Location: 960 University Boulevard
Campus: The University of Alabama
UA Project No. 908-24-3527

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

<input checked="" type="checkbox"/> increase space inventory	.007	% increase	1,200	GSF
<input type="checkbox"/> replace space inventory	_____	% replacement	_____	GSF
<input type="checkbox"/> renovation of existing space only			_____	GSF

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

Comments:

N/A - No space will be vacated as part of this Project.

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

The proposed location is an underutilized and inaccessible paved area. The addition will be in general alignment with the back of the adjacent Phi Gamma Delta and Sigma Nu houses. Careful attention will be made to ensure that the materials used in the addition will match the existing house.

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				
600 General Use Facilities				
700 Support Facilities				
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:

Not applicable to Greek housing.

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

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

Comments:

The Project will allow the Chapter's student organization to serve more members by providing a more functional space that supports the growing group and enhancing the student experience for both current and future members. The house was originally built for approximately 120 members. Current membership exceeds 170, overwhelming the existing gathering space.

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:

Bill Owen, Beta Theta Pi
 Dan Copeland, Beth Theta Pi
 Jim McGriff, Beta Theta Pi
 Michael Hand, UA Project Manager
 Jason Bigelow, UA Architect

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 – Chapter Funds	\$1,171,205		Approved
Totals	\$1,171,205		

^{/7} Approved, allocated, pending

Comments:

This is a fully funded project from Beta Theta House Corporation fund. The Fund balance has been confirmed by the University and the Chapter is current on their existing note.

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 2014- 2015 Base Data /8	First Full /YR Occupancy FY	Successive Five (5) Year Projections /9
Maintenance			
Elevator Service			
Building Repairs			
Building Services			
Electric, Natural Gas, Steam			
Chilled Water			
Water and Sewer			
Insurance			
Safety Support			
Operations Staff Support Funding			
Other –			
Totals	Not Applicable	Not Applicable	Not Applicable

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

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

Comments:

All O&M costs are the responsibility of the Chapter and will be funded by rental income and other charges to the fraternity members.

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

Source(s)	Occupancy Yr. /9 (FY _____)	Future Years /10	Status/7
Tuition			
Student Fees			
Investment Income			
Auxiliary Income			
• External			
• Internal			
Educational Sales & Services			
• External			
• Internal			
Direct Grant(s)			
Reallocated Funds /11			
Gifts			
Other			
Total/YR	Not Applicable	Not Applicable	Not Applicable

/9 Initial Full Yr of Occupancy

/10 Next Five (5) Yrs Occupancy

/11 Funds Reallocated from other sources

/7 Approved, allocated, pending

Comments:

Ongoing O&M costs will be funded by the chapter from rental income and other charges to the fraternity members.

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

\$ N/A N/A % of Total Development Costs

Comments:

Not Applicable

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:

Not Applicable. The main priority of the Project is to increase gathering space capacity. This is the only alternative using the existing house, which has been well-maintained and has an excellent location.

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:

The University of Alabama is a student-centered university. By providing more recreational and gathering space for members, the students are better able to decompress from the stress of college life. This improves their mental health, which helps them to have a better chance of success in and out of the classroom.

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

Comments:

This space will provide more opportunities for teaching, research, and service by allowing room for the students to collaborate together in a common space, which provides them opportunities to grow relationships and work together for the common good of UA. Furthermore, these collaborations and relationships will enrich the learning environment, providing a premier undergraduate experience.

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

Comments

The project supports UA Core Principle 3, assisting the Greek Life community in maintaining the highest standards of excellence for students within the Chapter and future members of Beta Theta Pi, while maintaining accountability for every dollar by expanding existing facilities economically.

In addition, the Project promotes teamwork. The organization brings together a diverse group of students from all over the country. The vast majority did not have any connections before they came to UA. This new space will allow them to get to know each other better and thus, make lifetime relationships and connections.

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

Comments:

If this proposal is not approved, the Chapter will have to consider reducing the size of the new member classes. This Project ensures there is enough space for current and future members to use.

Being in a Greek organization can increase a student's chance of collegiate retention. The enhanced student-life experience this Project brings will aid in member graduation rates and involvement of future UA Alumni.

BETA THETA PI REAR ADDITION

SITE PLAN



BETA THETA PI REAR ADDITION

EXISTING SOUTH ELEVATION
NO WORK AT THIS ELEVATION



BETA THETA PI REAR ADDITION

EXISTING “REAR” NORTH ELEVATION



Area of Proposed Addition

BETA THETA PI REAR ADDITION

EXISTING “REAR” NORTH ELEVATION



BETA THETA PI REAR ADDITION

LOCATION MAP

