

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

**BOARD SUBMITTAL CHECKLIST NO. 4  
CAPITAL PROJECT - STAGE II REVISED SUBMITTAL  
<sup>1</sup>(Construction Contract Award)**

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

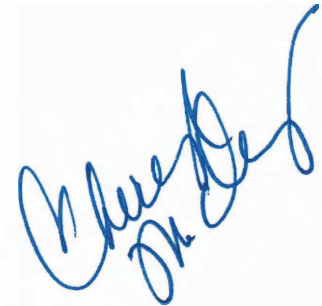
**PROJECT NAME:** H.M. Comer Hall Interior Renovations

**MEETING DATE:** September 5, 2024

- 1. Board Submittal Checklist No. 4
- 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 Construction Contract Award, Construction Budget and Project Budget by the Board of Trustees
- 4. Executive Summary of Proposed Capital Project with final Contract Construction Budget and Project Budget (include all proposed project funding for movable equipment and furnishings) <sup>2</sup>
- 5. Tabulation of competitive bids – certified by Project Architect/Construction Manager
- 6. Recommendations for Contract Award by Architect/Construction Manager
- 7. Campus Map(s) showing project site
- 8. Final Business Plan (if applicable) <sup>3</sup>

Prepared by: Brittany Kyles

Approved by: 



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

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

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

August 2, 2024

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

Dear Interim Chancellor Sid Trant:

I am pleased to send to you for approval under Board Rule 415 the attached documents for a Revised Scope and Reallocated Budget submittal for the H.M. Comer Hall Interior Renovations project. This project was previously titled H.M. Comer Hall 1<sup>st</sup> & 2<sup>nd</sup> Floor Interior Renovations but has been renamed to accurately reflect the current requested revised scope.

The resolution requests approval of the revised project scope and reallocated budget, as stipulated 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 at their regular meeting on September 5, 2024.

Sincerely,



Stuart R. Bell  
President

Enclosure



**THE UNIVERSITY OF ALABAMA****Approving the revised project scope and budget for the H.M. Comer Hall  
Interior Renovations****RESOLUTION**

WHEREAS, on June 7, 2024, in accordance with Board Rule 415, the Board of Trustees of The University of Alabama (“Board”) approved a Stage I and Stage II submittal for the H.M. Comer Hall Interior Renovations (“Project” and formerly titled H.M. Comer 1<sup>st</sup> & 2<sup>nd</sup> Floor Interior Renovations) to be located at 245 7<sup>th</sup> Avenue; and

WHEREAS, the Project will enhance space on the first and second floors of H.M. Comer Hall to advance student success and capabilities for the Departments of Aerospace Engineering and Mechanics (“AEM”) and Civil, Construction and Environmental Engineering (“CCEE”), within the College of Engineering; and

WHEREAS, the project was originally comprised of a single construction package for the 1<sup>st</sup> and 2<sup>nd</sup> Floor Renovations, which will modify existing spaces to accommodate AEM and CCEE department head suites, and Owner Furnished Contractor Installed Equipment to successfully meet the project’s schedule; and

WHEREAS, KPS Group, of Birmingham, Alabama, has successfully executed several renovations on Campus and was previously engaged by the University as Architect of Record to perform extensive renovations on H.M. Comer Hall in 2018; and

WHEREAS, KPS Group’s familiarity with the College of Engineering, their recent engagement on the College’s Master Plan strategy, and their understanding of University standards, design principles, and procedures will facilitate an efficient and cost-effective design and administrative process; and

WHEREAS, KPS Group committed to completing the designs by the end of June 2024, allowing the project to bid in late June 2024 and construction to begin with the utmost expediency to finish by the desired date of August 2024 so as to minimize the impact to the student experience and College operations, on June 7, 2024 the Board approved a waiver of the Consultant Selection Process and authorized the University to utilize the engineering design services of KPS Group for the Project; and

WHEREAS, the University negotiated a design fee of 7.0% of the cost of construction for the Project, with a 25% renovation factor, plus \$87,500 for additional services, programming and phasing planning including future work and reimbursables and less a credit of \$58,000 for KPS’ familiarity with the facility and recent Master Planning Strategy with the end users, for a total cost savings of \$58,000 which represents a 39% reduction of the standard fee for this type of project (Group III) and a financial benefit to the University; and

WHEREAS, on June 13, 2024, pursuant to Title 39, Public Works provisions of the Code of Alabama, competitive bids were received for the 1<sup>st</sup> and 2<sup>nd</sup> Floor scope of the Project and Snow-Blakeney Construction, Inc., Tuscaloosa, Alabama (“Snow-Blakeney”), was declared the lowest responsible bidder with an adjusted base bid of \$440,440, and alternate #1 – Early Completion pricing of \$1 for a total bid of \$440,441, and the Board was notified of the construction contract award pursuant to Board Rule 415, Attachment A.11 as applicable for interior renovation work less than \$10 million; and

WHEREAS, Snow-Blakeney's contract amount of \$440,441 is reflected in the Project budget below; and

WHEREAS, the University recognized significant bid savings related to the original scope of the Project and is requesting approval to proceed with previously deferred scope which include renovations of H.M. Comer Hall 3<sup>rd</sup> Floor for the College of Engineering's External Affairs, Financial Services, and Dean's Administrators office suites to provide more usable space and increase operational efficiencies and effectiveness for these groups; and

WHEREAS, the University is requesting approval of the Revised Scope and Reallocated Project Budget to reflect the addition of Construction Package B – 3<sup>rd</sup> Floor, and associated revisions to soft costs; 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 in the amount of \$750,000 from College of Engineering Reserves and \$1,850,000 from Office of Academic Affairs Reserves for a Total Project Cost of \$2,600,000 and will address campus deferred maintenance (capital renewal) liabilities in the amount of approximately \$150,000; and

WHEREAS, the revised and reallocated budget for the Project is as stipulated below:

<b>BUDGET:</b>		<b>REVISED</b>
Construction Package A - 1 <sup>st</sup> & 2 <sup>nd</sup> Floors	\$	440,441
Construction Package B – 3 <sup>rd</sup> Floor	\$	800,000
Owner Furnished Contractor Installed Equipment	\$	70,000
Furniture, Fixtures and Equipment	\$	700,000
Security/Access Control	\$	30,000
Telecommunication/Data	\$	25,000
Audio Visual	\$	60,000
Contingency <sup>1</sup> (10%)	\$	131,044
UA Project Management Fee <sup>2</sup> (4.5%)	\$	64,867
Architect/Engineer Fee <sup>3</sup> (~8.9%)	\$	145,802
Other Fees and Services <sup>4</sup>	\$	132,846
<b>TOTAL PROJECT COST</b>	<b>\$</b>	<b><u>2,600,000</u></b>

<sup>1</sup>Contingency is based on 10% of the cost of Construction Packages A and B and Owner Furnished Contractor Installed Equipment.

<sup>2</sup>UA Project Management Fee is based on 4.5% of the cost of Construction Packages A and B, Owner Furnished Contractor Installed Equipment, and contingency.

<sup>3</sup>Architect/Engineer Fee is based on 7.1% of the cost of Construction Packages A and B and Owner Furnished Contractor Installed Equipment plus a 1.25 renovation factor, plus \$87,500 of additional services, programming and phasing planning including future work and reimbursables, and less a \$58,000 credit.

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

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

1. The Revised Scope and Reallocated Budget for the Project are hereby approved.

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

**MEETING DATE:** September 5, 2024

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

**PROJECT NAME:** H.M. Comer Hall Interior Renovations

**PROJECT NUMBER:** 245-24-3576

**PROJECT LOCATION:** 245 7th Avenue, Tuscaloosa, AL 35401

**ARCHITECT:** KPS Group Architects

<b>THIS SUBMITTAL:</b>	<b>PREVIOUS APPROVALS:</b>
<input type="checkbox"/> Stage I	June 7, 2024
<input type="checkbox"/> Stage II	June 7, 2024
<input checked="" type="checkbox"/> Revised Scope and Reallocated Budget	
<input type="checkbox"/> Stage III	
<input type="checkbox"/> Stage IV	

<b>PROJECT TYPE</b>	<b>SPACE CATEGORIES</b>	<b>PERCENTAGE</b>	<b>GSF</b>
<input type="checkbox"/> Building Construction	Office Facilities	~58%	7,575
	Study Facilities	~2%	200
<input type="checkbox"/> Building Addition	General Use Facilities	~ 7%	923
<input checked="" type="checkbox"/> Building Renovation	Special Use Facilities	~ 7%	932
<input type="checkbox"/> Equipment	Central Service/ Support	~ 13%	1,639
	Circulation Area	~11%	1,423
	Building Service Area	~ 2%	219
	<b>TOTAL</b>	<b>100%</b>	<b>12,911*</b>
<b>*5,000 gsf – 1<sup>st</sup> and 2<sup>nd</sup> Floor; 7,911 gsf – 3<sup>rd</sup> Floor</b>			

<b>BUDGET</b>	<b>CURRENT</b>	<b>REVISED</b>
Construction Package A - 1 <sup>st</sup> & 2 <sup>nd</sup> Floors	\$ 1,658,926	\$ 440,441
Construction Package B - 3 <sup>rd</sup> Floor	\$ 0	\$ 800,000
Owner Furnished Contractor Installed Equipment	\$ 30,000	\$ 70,000
Furniture, Fixtures and Equipment	\$ 300,000	\$ 700,000
Security/Access Control	\$ 20,000	\$ 30,000
Telecommunication/Data	\$ 15,000	\$ 25,000
Audio Visual	\$ 50,000	\$ 60,000
Contingency <sup>1</sup> (10%)	\$ 168,893	\$ 131,044
UA Project Management Fee <sup>2</sup> (4.5%)	\$ 83,602	\$ 64,867
Architect/Engineer Fee <sup>3</sup> (~8.9%)	\$ 177,281	\$ 145,802
Other <sup>4</sup>	\$ 96,298	\$ 132,846
<b>TOTAL PROJECT COST</b>	<b>\$ 2,600,000</b>	<b>\$ 2,600,000</b>
<b>Total Construction Cost per square foot \$101</b>		

<sup>1</sup>Contingency is based on 10% of the costs of Construction Packages A and B and Owner Furnished Contractor Installed Equipment.

<sup>2</sup>UA Project Management Fee is based on 4.5% of the costs of Construction Packages A and B, Owner Furnished Contractor Installed Equipment, and Contingency.

<sup>3</sup>Architect/Engineer Fee is based on 7.1% of the costs of Construction Packages A and B and Owner Furnished Contractor Installed Equipment plus a 1.25 renovation factor, plus \$87,500 for additional services, programming and phasing planning including future work and reimbursables, and less a credit of \$58,000.

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

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

(Utilities, Housekeeping, Maintenance, Insurance, Other)

\$ N/A

Total Estimated Annual O&M Costs:

\$ N/A\*

**\*Renovation of existing space only. No additional square footage.**

**FUNDING SOURCE:**

College of Engineering Reserves	\$	750,000
Office of Academic Affairs Reserves	\$	1,850,000

<b>O&amp;M Costs:</b>	University Annual Operating Funds	\$	N/A
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**NEW EQUIPMENT REQUIRED**

HVAC Equipment &amp; Controls

<b>Total Equipment Costs:</b>	\$70,000
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**PROJECT SCOPE:**

The project consists of reutilizing space in the first and second floor of HM Comer to give engineering students, Aerospace Engineering and Mechanics (AEM) and Civil, Construction and Environmental Engineering (CCEE) departments separate areas for operation.

The renovation will include the “CUBE” area on the first floor and select offices on the East and West wings of the second floor, with new spaces being rebuilt to suit each respective department’s needs.

First floor modifications will give students a secure area, accessible at all hours, where they can collaborate with other students, helping them to excel in their studies and gain even more value from their time at the University.

Currently, the AEM and CCEE departments are dissimilar in functions, but are housed with each other. Having their own areas on the second floor will allow them to operate more efficiently and effectively for their students’ needs, allowing for more advancement to the College of Engineering as a whole.

In addition, the 3<sup>rd</sup> Floor is now proposed to be renovated, following the completion of the 2<sup>nd</sup> floor scope and resulting 3<sup>rd</sup> Floor vacancies, and will address the need for increased operational efficiencies and effectiveness amongst the College of Engineering’s Financial Services, External Affairs, and Dean’s Office Administrators.

The planning for this additional work was originally included in the Project and with the realized bid savings from the Package A bid the College would like to move forward with the work.



<b>PROJECT STATUS</b>		
SCHEMATIC DESIGN:	Date Initiated	March 2024
	% Complete	100%
	Date Completed	April 2024
PRELIMINARY DESIGN:	Date Initiated	April 2024
	% Complete	100%
	Date Completed	June 2024
CONSTRUCTION DOCUMENTS:	Date Initiated	June 2024
	% Complete	100%
	Date Completed	July 2024
SCHEDULED BID DATE:		July 2024

*\*N/A on Stage I Projects*

### **RELATIONSHIP AND ENHANCEMENT OF CAMPUS PROGRAMS**

The first and second floor enhancements at HM Comer will give students, Aerospace Engineering and Mechanics (AEM), and Civil, Construction and Environmental Engineering (CCEE) departments room to operate in their own unique way and advance the College of Engineering to new levels. It will create an environment to nurture students as they grow and help promote the College of Engineering to future students as a place where they can excel.

The Aerospace Engineering and Mechanics (AEM) and Civil, Construction and Environmental Engineering (CCEE) departments proposed to be in the facility are functionally dissimilar but are currently housed in the same location. This project will allow them to have their own administrative space for their unique programs. The new location will provide consolidated and easier access for campus customers and provide an identifiable location for their respective activities.

Renovation on the third floor will allow the Financial Services unit, External Affairs, and the Dean's Office administrators to work more efficiently and give them the ability to serve the College of Engineering and the University more effectively.

# H.M. Comer Hall Interior Renovations

## LOCATION MAP

