

UNIVERSITY OF ALABAMA SYSTEM
BOARD RULE 415
BOARD SUBMITTAL CHECKLIST CRITERIA

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

CAMPUS: The University of Alabama, Tuscaloosa, Alabama

PROJECT NAME: Reserve Officers' Training Corps Facility & Student Veterans Center

MEETING DATE: February 6-7, 2025

- 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 ^{/2}
- 5. Executive Summary – Architect, Engineer, Selection Process (include Interview Outline). ^{/3, /4, /5}
- 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 ^{/6}
- 7. Preliminary Business Plan (if applicable) ^{/7}
- 8. Campus map(s) showing project site

Prepared by: Jeremy Wood

Approved by:

Signed by:
Tim Leopard
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^{/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

December 17, 2024

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

Dear Interim Chancellor Trant:

I am pleased to send to you for approval under Board Rule 415 the attached documents for a Stage II submittal for the Reserve Officers' Training Corps Facility and Student Veterans Center.

The resolution requests authorization to negotiate an Owner Designer Agreement with Seay, Seay, & Litchfield Architects of Montgomery, 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 February 6-7, 2025.

Sincerely,



Stuart R. Bell
President

Enclosure



THE UNIVERSITY OF ALABAMA

Authorization to negotiate an Owner/Architect Agreement for the Reserve Officers' Training Corps Facility and Student Veterans Center

RESOLUTION

WHEREAS, on November 7, 2024, in accordance with Board Rule 415, the Board of Trustees of The University of Alabama ("Board") approved a Stage I submittal for the Reserve Officers' Training Corps Facility and Student Veterans Center ("ROTC Facility") project ("Project") to be located on twenty-six acres of property north of Campus Drive and east of U.S. Highway 82; and

WHEREAS, the Project entails the construction of an approximately 19,746 gross square foot ("GSF") one-story building and training facility to serve the Reserve Officers' Training Corps ("ROTC") designed for modern physical training practices and updated Army and Air Force testing procedures; and

WHEREAS, the Student Veterans Center shared use of the facility will serve to support our student veterans as they transition from military life to college life; and

WHEREAS, the Project expands the Student Life wellness programs by providing much-needed new space specifically designed for the military-affiliated population, including multipurpose space, locker rooms, training areas, adjacent parking, and a Challenge/Obstacle course path with a Rappelling Tower; and

WHEREAS, the Project will enhance the programs and services provided by the Office of Veteran and Military Affairs; and

WHEREAS, the twenty-six-acre site will allow the University to take advantage of the topography and other features available and has access directly from the Northeast Commuter Parking Lot, is an appropriate environment for the training purposes of ROTC, and provides them with a discreet operating area that is not disruptive to the main campus, while conveniently accessible for students; and

WHEREAS, to maintain an efficient and cost-effective delivery, the Project consists of two packages, including Construction Package A – Early Sitework and Utilities and Construction Package B – Building and Obstacle Course and will include the purchase of Owner Furnished Contractor Installed Equipment to mitigate the impact of long lead items; and

WHEREAS, the Consultant Selection Committee, appointed by the 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. Seay, Seay, & Litchfield Architects
2. CMH Architects, Inc.
3. Charles Williams & Associates

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 Education Trust Fund Supplemental Appropriations allocated in ACT #2024-428, HB144, as further allocated by the Board of Trustees of The University of Alabama, in the amount of \$12,750,000; and

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

BUDGET:	CURRENT
Construction Package A – Early Sitework & Utilities	\$ 4,275,000
Construction Package B – Building & Obstacle Course	\$ 5,010,000
Landscaping	\$ 345,000
Owner Furnished Contractor Installed Equipment	\$ 200,000
Furniture, Fixtures and Equipment	\$ 465,000
Security/Access Control	\$ 65,000
Telecommunication/Data	\$ 125,000
Contingency ¹ (5%)	\$ 491,500
UA Project Management Fee ² (3.5%)	\$ 361,253
Architect/Engineer Fee ³ (6.1%)	\$ 599,630
Other ⁴	\$ 263,574
Escalation ⁵	\$ 549,043
TOTAL PROJECT COST	\$ 12,750,000

¹Contingency is based on 5% of the cost of Construction Packages A and B, Landscaping and Owner Furnished Contractor Installed Equipment.

²UA Project Management Fee is based on 3.5% of Construction Packages A and B, Landscaping, Owner Furnished Contractor Installed Equipment and Contingency.

³Architect/Engineer Fee is based on 6.1% of Construction Packages A and B, Landscaping, and Owner Furnished Contractor Installed Equipment.

⁴Other expenses include Transportation Service Fee, Geotech, Construction Materials Testing, Inspections, Advertising, Printing, and other associated project costs, as applicable.

⁵Escalation is currently based on an anticipated 0.5% inflation per month and is therefore 4.5% through the anticipated bid date of August 2025 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, Daniel T. Layzell, 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 are authorized to act for and on behalf of the Board of Trustees to execute an owner designer agreement with Seay, Seay, & Litchfield Architects of Montgomery, Alabama, for design and engineering services in accordance with Board Rule 415 for this Project.

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

MEETING DATE: February 6-7, 2025

CAMPUS: The University of Alabama, Tuscaloosa, Alabama
Reserve Officers' Training Corps Facility and Student Veterans

PROJECT NAME: Center

PROJECT NUMBER: 500-24-3834

PROJECT LOCATION: 26-acre property located north of Campus Drive, east of U.S.
Highway 82

ARCHITECT: Seay, Seay, & Litchfield Architects – pending approval

THIS SUBMITTAL	PREVIOUS APPROVALS
<input type="checkbox"/> Stage I	November 8, 2024
<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 checked="" type="checkbox"/> Building Construction	Classroom Facilities	~24%	4,747
<input type="checkbox"/> Building Addition	Laboratory Facilities		
<input type="checkbox"/> Building Renovation	Office Facilities	~2%	482
<input type="checkbox"/> Equipment	Study Facilities		
	Special Use Facilities	~ 43%	8,386
	General Use Facilities		
	Central Service/ Support	~ 9%	1,794
	Circulation Area	~20%	4,005
	Building Service Area	~ 1%	196
	Mechanical Area	~1%	136
TOTAL		100%	19,746

BUDGET	CURRENT
Construction Package A – Early Sitework & Utilities	\$ 4,275,000
Construction Package B – Building & Obstacle Course	\$ 5,010,000
Landscaping	\$ 345,000
Owner Furnished Contractor Installed Equipment	\$ 200,000
Fixtures, Furnishing, & Equipment	\$ 465,000
Security/Access Control	\$ 65,000
Telecommunication/Data	\$ 125,000
Contingency ¹ (5%)	\$ 491,500
UA Project Management Fee ² (3.5%)	\$ 361,253
Architect/Engineer Fee ³ (6.1%)	\$ 599,630
Other ⁴	\$ 263,574
Escalation ⁵	\$ 549,043
TOTAL PROJECT COST	\$ 12,750,000
Total Construction Cost per square foot \$488	

¹Contingency is based on 5% of the costs of Construction Packages A and B, Landscaping, and Owner Furnished Contractor Installed Equipment.

²UA Project Management Fee is based on 3.5% of the costs of Construction Packages A and B, Landscaping, Owner Furnished Contractor Installed Equipment and Contingency.

³Architect/Engineer Fee is based on 6.1% of the costs of Construction Packages A and B, Landscaping and Owner Furnished Contractor Installed Equipment.

⁴Other fees and expenses include Transportation Service Fee, Geotech, Construction Materials Testing, Inspections, Advertising, Printing, and other associated project costs, as applicable.

⁵Escalation is based on an anticipated 0.5% inflation per month and is therefore 4.5% through the anticipated bid date of August 2025 as included in the Project Status.

ESTIMATED ANNUAL OPERATING AND MAINTENANCE (O&M) COSTS:	
(Utilities, Housekeeping, Maintenance, Insurance, Other)	
19,746 sf x ~\$6.16/sf	\$ 121,606
Total Estimated Annual O&M Costs:	\$ 121,606

*heated and conditioned space

FUNDING SOURCE:

ETF Supplemental Appropriations Act#2024-428/HB144 \$ 12,750,000

O&M Costs: University Annual Operating Funds \$ 121,606**NEW EQUIPMENT REQUIRED**

AHU's, Electrical Equipment, Light Poles

Total Equipment Costs: \$200,000**PROJECT SCOPE:**

The ROTC Facility and Student Veterans Center will include a one-story, ~19,746 gross square foot training facility, adjacent rappelling tower, and dirt path obstacle course taking advantage of the topography of a 26-acre plot with direct access to the Northeast Commuter Parking Lot as delineated in the current campus master plan. The project will provide a centralized location for Army ROTC Cadets, Air Force ROTC Cadets, and Military Affiliated Students to collaborate, conduct physical training, military skills, and experience leadership development training.

An early construction package will include required site work, grading, and necessary utility work. The facility and outdoor training course will be completed in a subsequent construction package.

The Facility will include multipurpose space, locker rooms, training areas, adjacent parking, a Challenge/Obstacle Course path, and a 35' Rappel Tower.

This proposed plan will provide space in an area of campus appropriate for ROTC training purposes. It will provide them with a discreet operating area that is not disruptive to the main campus while still conveniently accessible for students.

PROJECT STATUS		
SCHEMATIC DESIGN:	Date Initiated	November 2024
	% Complete	50%
	Date Completed	February 2025
PRELIMINARY DESIGN:	Date Initiated	March 2025
	% Complete	0%
	Date Completed	April 2025
CONSTRUCTION DOCUMENTS:	Date Initiated	May 2025
	% Complete	0%
	Date Completed	August 2025
SCHEDULED BID DATE-Package B- Building:		August 2025

**N/A on Stage I Projects*

RELATIONSHIP AND ENHANCEMENT OF CAMPUS PROGRAMS:

The Project expands the Student Life wellness programs by providing much-needed new space designated for the military-affiliated population. It will support our veterans transitioning from military to college life. This space would feel more like a military community and ease our veterans' transition into college.

The Center provides ROTC Cadets with a functional fitness training facility designed for modern physical training practices and updated Army and Air Force testing procedures. The Center will allow additional and better-suited space for modern training tools such as indoor shooting simulators, simulated artillery, leadership reaction courses, and virtual-reality flight simulators. These interactive learning tools reinforce individual skills and enable collaboration to develop leadership at increasing levels of complexity, leveraging modern technologies.

The proposed project will enhance the programs and services provided by the Office of Veteran and Military Affairs to better serve our student population, including all ROTC students. The programs offered will bring together our staff and faculty who are veterans so that they may share their experience and success with these students.

Furthermore, the project enhances the recruitment potential of ROTC students with fully paid service scholarships provided by the government.

Part 1
EXECUTIVE SUMMARY
CONSULTANT SELECTION PROCESS
BOARD OF TRUSTEES SUBMITTAL

Meeting Date: February 6-7, 2025

Campus: The University of Alabama, Tuscaloosa, Alabama

Project Name: Reserve Officers' Training Corps Facility & Student Veterans Center

Project Location: 26-acre property located north of Campus Drive, east of U.S. Highway 82

Prepared By: Jeremy Wood Date: December 3, 2024

Project Type	Range of Construction Costs		
<input type="checkbox"/> Building Renovations	\$	to	\$
<input type="checkbox"/> Building Addition	\$	to	\$
<input checked="" type="checkbox"/> New Construction	\$	8,000,000	to \$ 10,000,000
<input type="checkbox"/> Campus Infrastructure	\$	to	\$
<input type="checkbox"/> Equipment	\$	to	\$
<input type="checkbox"/> Other	\$	to	\$

Building Type – Group I	Percentage of Project
<input type="checkbox"/> Industrial Building Without Special Facilities	_____ %
<input type="checkbox"/> Parking Structures/Repetitive Garages	_____ %
<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)	_____	%
Building Type – Group III		Percentage of Project	
<input checked="" type="checkbox"/>	College Classroom Facilities	23	%
<input type="checkbox"/>	Convention Facilities	_____	%
<input type="checkbox"/>	Extended Care Facilities	_____	%
<input checked="" type="checkbox"/>	Gymnasiums	44	%
<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 checked="" type="checkbox"/>	Office Buildings (with tenant improvements)	33	%
<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	_____	%

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?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Multiple Prime Trade Contracts	
Will the project be competitively bid and constructed using Multiple Trade Contracts requiring additional services from the A/E?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> 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?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Site/U & I Package will be Design/Bid/Build	
Building Package will be Design/Build due to Pre Engineered Metal Building Structure	

Architect/Engineer Project Notifications	
<input type="checkbox"/> Advertised through State Division of Construction Management	
<input type="checkbox"/> Local/State Trade Journals	
<input checked="" type="checkbox"/> Posted on Campus Web Pages	
<input checked="" type="checkbox"/> Direct Contact with A/E Companies/Firms	
<input checked="" type="checkbox"/> Other: Newspaper and email distribution list	

Appointed Consultant Selection Committee (CSC):

1. Jason Bigelow – University Architect
2. Carrie Beth Kerr – Architectural Coordinator
3. Col. James Horn – Army ROTC
4. Cpt. Grant Kutz – Army ROTC
5. Courtney Oglesby – Furnishings and Design
6. Jeremy Wood – Senior Project Manager

Qualified Firms/Companies Submitted:

1. Caldwell Architects, Tuscaloosa, AL
2. CMH Architects, Birmingham, AL
3. Charles Williams & Associates, Birmingham, AL
4. Davis Architects, Birmingham, AL
5. Goodwyn Mills Cawood, Birmingham, AL
6. Seay, Seay, & Litchfield Architects, Montgomery, AL
7. TRO Jung Brannen, Birmingham, AL

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

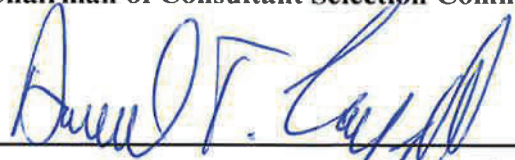
1. Seay, Seay, & Litchfield Architects, Montgomery, AL
2. CMH Architects, Birmingham, AL
3. Charles Williams & Associates, Birmingham, AL

Reviewed and approved by:

DocuSigned by:

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Chairman of Consultant Selection Committee



Vice President for Finance and Operations and Treasurer



December 5, 2024

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

Trustee Evelyn VanSant Mauldin
Chair, Physical Properties Committee
Sid McDonald Hall
500 University Boulevard, East
Tuscaloosa, AL 35401

RE: Consultant Selection Process – Part I
Reserve Officers' Training Corps Facility & Student Veterans Center
UA Project #: 500-25-3834

Dear Dr. Keith and Trustee Mauldin,

Pursuant to Board Rule 415, on November 7, 2024, The Board of Trustees of The University of Alabama ("Board") approved the Stage I submittal for the Reserve Officers' Training Corps Facility & Student Veterans Center Project ("Project") to be located at the 26-acre property located north of Campus Drive, east of U.S. Highway 82, at a preliminary total Project budget amount of \$12,750,000.

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 November 4, 2024.

A Consultant Selection Committee, appointed by the University in accordance with the provisions of Board Rule 415, reviewed the submitted brochures and on December 4, 2024, interviewed the following architectural firms:

- Caldwell Architects, Tuscaloosa, AL
- CMH Architects, Birmingham, AL
- Charles Williams & Associates, Birmingham, AL
- Davis Architects, Birmingham, AL

- Goodwyn Mills Cawood, Birmingham, AL
- Seay, Seay, & Litchfield Architects, Montgomery, AL
- TRO Jung Brannen, Birmingham, AL

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

1. Seay, Seay, & Litchfield Architects, Montgomery, AL
2. CMH Architects, Birmingham, AL
3. Charles Williams & Associates, Birmingham, AL

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

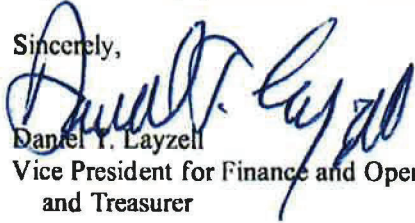
1. The firms represented a clear understanding of the Project program and goals, a design approach or methodology and standard of care necessary for new construction of the programmed building typology.
2. The firms presented the most favorable listing of qualified principals, staff, and associated engineers 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 at the February 6-7, 2025 meeting of the Board of Trustees.

If you have any questions or concerns, please feel free to contact me.

Sincerely,



Daniel Y. Layzell
 Vice President for Finance and Operations
 and Treasurer

DTL/mw

Attachment

pc/atchmt: Michael Rodgers
 Tim Leopard
 Jeremy Wood
 Carrie Beth Kerr

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 February 6-7, 2025, 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

Signed by:

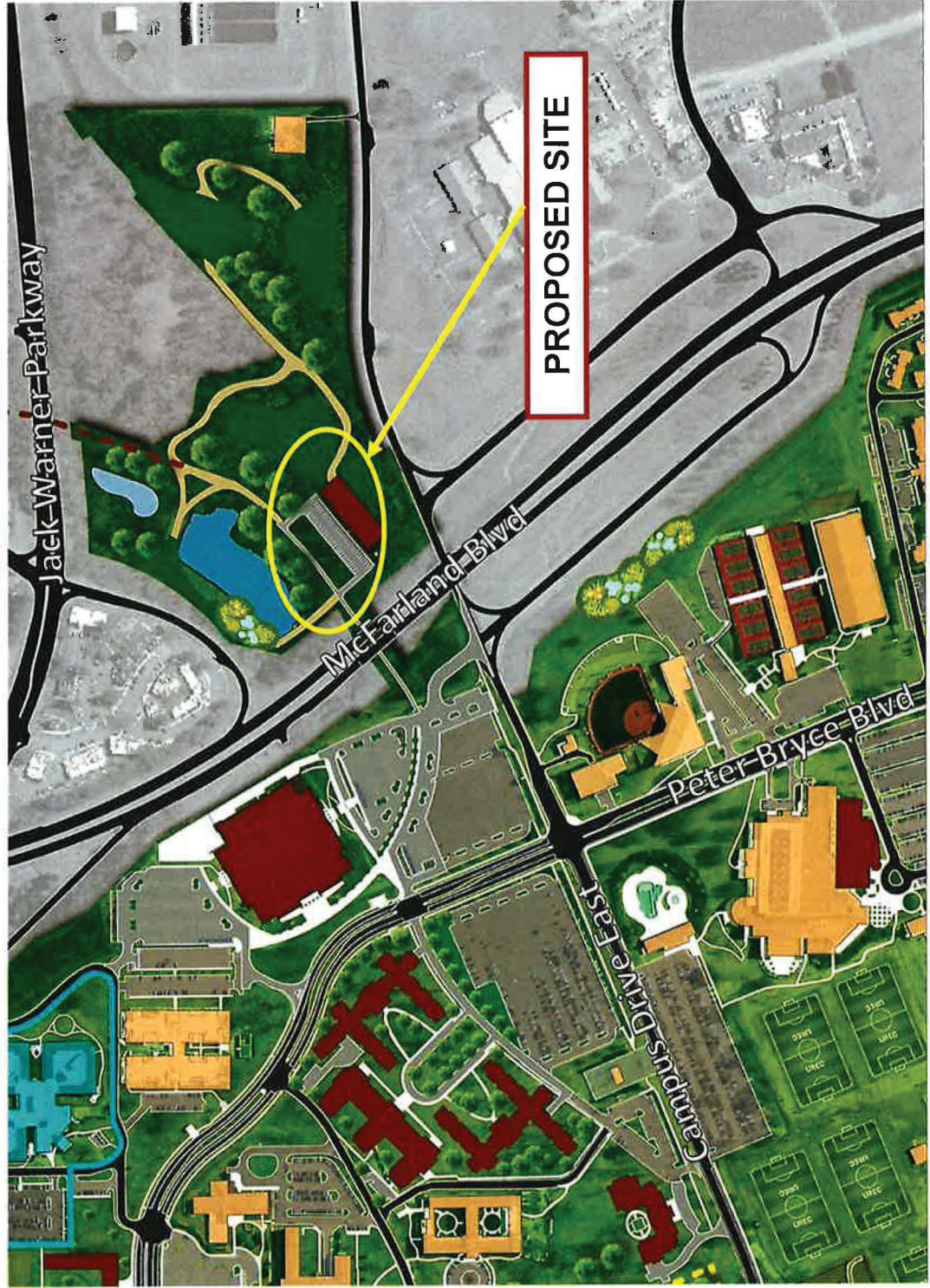
Evelyn Van Sant Mauldin

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Trustee Evelyn Van Sant Mauldin: **Recommend for Approval**
Chair of the Physical Properties Committee

RESERVE OFFICERS' TRAINING CORPS FACILITY AND STUDENT VETERANS CENTER

VICINITY MAP 2024 MASTER PLAN



RESERVE OFFICERS' TRAINING CORPS FACILITY AND STUDENT VETERANS CENTER

LOCATION MAP

