University of Alabama System Board Rule 415 (2/2005) Board Submittal Checklist Criteria

* Board Submittal Checklist No. 2 Capital Project – Stage II Submittal/1 and Revised Budget (Architect Ranking, Project Scope and Revised Project Budget) /8

	Campi	us:	The University of Alabama
	Projec	t Na	me: University Hall
	Meetir	ng D	Pate: September 17 – 18, 2015
*	\boxtimes	1.	Completed Board Submittal Checklist No. 2
	\boxtimes	2.	Transmittal Letter to Chancellor from Campus President requesting the
			project be placed on the agendas for the forthcoming Physical Properties
			Committee and Board of Trustees (or Executive Committee) meetings
	\boxtimes	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)
	\boxtimes	4.	Campus correspondence/photos providing supporting project information
	\boxtimes	5.	Completed Executive Summary – Proposed Capital Project. /2
	\boxtimes	6.	Executive Summary - Architect, Engineer, Selection process (include
			Interview Outline). /3, /4, /5
	\boxtimes	7.	Campus letter requesting approval of the ranking of firms and authority to
			submit to the Physical Properties Committee for approval – signed by the
			Chair of the Physical Properties Committee and signed by the UA System
			Executive Vice Chancellor for Finance and Operations. /6
	\boxtimes	8.	Revised Project Planning Report /2
		9.	Preliminary Business Plan (if applicable) /7
	\boxtimes	10.	Campus map(s) showing Project site

Prepared by:

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

⁷⁷ Reference Tab 3V – Board Rule 415 Instructional Guide

^{/8} After completion of negotiations on Owner/Architect Agreement, provide notification to Chair of the Physical Properties Committee and UA Executive Vice Chancellor of Finance and Operations.

Reference Tab 3-O-Board Rule 415, Instructional Guide

^{*} Basic documents required for this Board Submittal Package. Include other supporting materials, correspondence, etc., as may be required to fully describe or illustrate project being submitted for approval to Physical Properties Committee and Board of Trustees.



Mr. C. Ray Hayes
Executive Vice Chancellor for Finance and Operations
Sid McDonald Hall
500 University Boulevard East
Tuscaloosa, AL. 35401

Mr. James W. Wilson, III Chair, Physical Properties Committee Chairman and CEO Jim Wilson & Associates, LLC 2660 Eastchase Lane, Suite 100 Montgomery, AL 36117

RE: Consultant Selection Process

University Hall (formerly Bryce Women's Old Admissions Center)

Tuscaloosa, AL

UA Project No: 420-15-601

Dear Mr. Hayes and Trustee Wilson,

Board Rule 415 provides that the inclusion of projects in the Annual Capital Development Plan shall constitute a Stage I submittal to The Board of Trustees of The University of Alabama ("Board") for review and approval. Accordingly, on September 13, 2013, the Board approved the Stage I submittals reported in The University of Alabama's ("University") 2013-2014 Annual Capital Development Plan ("Plan). The Plan included the University Hall (formerly Bryce Women's Old Admissions Center) project ("Project") located on the Peter Bryce campus at an original cost of \$22,920,848. Subsequently, the University included the Project in the 2015-2016 Annual Capital Development Plan and has adjusted the projected Project cost to \$25,923,159 to account for escalation in the cost of construction since the 2013 approval of this project.



The Late by

This proposed Project will include comprehensive replacement of all mechanical, electrical, plumbing, and life safety systems. Asbestos containing materials will be abated from the building. The exterior of the building will undergo complete rehabilitation including roof, windows, sealing and caulking, and miscellaneous repairs. The elevator system will be replaced in its entirety.

University Hall July 23, 2015 Page 2

New finishes will be incorporated throughout the building. The allocation and use of the space will be determined upon the completion of programming.

Pursuant to Board Rule 415, on June 14, 2015, notifications for the Project including a brief description of the Project program, 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, experience and proposed team members by June 24, 2015.

A Consultant Selection Committee, appointed by the University in accordance with the provisions of Board Rule 415, reviewed the submitted brochures and subsequently on July 15, 2015 interviewed the following architectural firms:

- Williams Blackstock Architects, Birmingham, Alabama
- Davis Architects, Birmingham, Alabama
- · Birchfield Penuel & Associates, Birmingham, Alabama

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

- 1. Williams Blackstock Architects, Birmingham, Alabama
- 2. Davis Architects, Birmingham, Alabama
- 2. Birchfield Penuel & Associates, Birmingham, Alabama

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

- 1. The firms are familiar with the University facilities standards and the regulatory requirements for the design of the Project.
- 2. The firms presented the most experience with phased design and sustainable design.
- 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.
- The firms are committed to using Alabama-based consultant engineers and architects for the Project.
- 5. The firms represented a clear understanding of the project program and goals, as well as how to achieve them.

Approval is hereby requested for:

- 1. The ranking of consultant firms listed hereinbefore.
- 2. Approval to submit this ranking to the Physical Properties Committee for review and approval.

University Hall July 23, 2015 Page 3

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

Sincerely,

Lynda Gilbert

RALLY

Vice President for Financial Affairs and Treasurer

LG/CCb

Attachment

pc/atchmt:

Michael Rodgers Michael Lanier Tim Leopard Ben Henson Brad Cook

The above listing of firms ranked as the most qualified for the Project is hereby approved and by forwarding this executed document to the Chancellor's office, the ranking is approved for inclusion in the Board materials to the Physical Properties Committee.

Mr. Ray Haves: Recommend For Approval

Executive Vice Chancellor for Finance and Operations

Trustee James W. Wilson, III: Approval Recommended

Chair of the Physical Properties Committee

ATTACHMENT NO. 1

Project: University Hall BOT Submittal – Stage II and Budget Revision Meeting Date: September 17 – 18, 2015

Project Summary

UNIVERSITY HALL

The University Hall project ("Project") will increase space capacity on campus and restore this significant structure on the Peter Bryce Campus.

This Project will include comprehensive replacement of all mechanical, electrical, plumbing, and life safety systems. Asbestos containing materials will be abated from the building. The exterior of the building will undergo complete rehabilitation including roof, windows, sealing and caulking, and miscellaneous repairs. The elevator system will be replaced in its entirety. New finishes will be incorporated throughout the building. The rear annex of the building will undergo selective demolition to create an open storage space to meet the needs of the campus programs.

The allocation and use of the space will be determined upon the completion of programming.

The University of Alabama Architectural presentation outline

University Hall Renovation

UA Project No. 420-15-601

Part I

ONE: RESPONDENT'S STATEMENT OF QUALIFICATIONS (Maximum 6 points)

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

TWO: RESPONDENT'S PERFORMANCE ON PAST REPRESENTATIVE PROJECTS (Maximum 12 points)

- A. Identify and describe the proposed team's past experience providing A/E services that are <u>identical or similar</u> to this project within the last five (5) years. List the projects in order of priority, with the most relevant project listed first.
- B. Provide references (for each project listed above, identify the following):
 - The Owner's name and their representative who served as the day-to-day liaison during the design and construction phases of the project, including current contact information.

The Owner may contact theses references during this qualification process.

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

THREE: LITIGATION AND CLAIMS (Maximum 10 points)

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

FOUR: RESPONDENT'S ABILITY TO MEET INSURANCE REQUIREMENTS (Maximum 5 points)

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

FIVE: PROJECT SPECIFIC CRITERIA (Maximum 18 points)

- A. Discuss your experience with building stabilization and explain your approach or methodology in building programming.
- B. Demonstrate your ability to incorporate three-dimensional digital modeling of exterior and interior spaces to communicate design intent.
- C. Provide examples of projects for which you phased the design so that construction occurred while the building was occupied.

Oral Interview Criteria/Focus University Hall Renovation

for the University of Alabama UA Project No. 420-15-601 Date: July 15, 2015

1. Roles & Execution - 10 points max (time allotted = 10 minutes)

- a. Design Roles
 - i. Explain your firm's day to day roles and responsibilities for the project.
 - ii. For the leadership roles, explain the hierarchy of roles and who is ultimately accountable for project success.
- b. Construction Roles
 - i. Explain your firm's day to day roles and responsibilities for the project.
 - ii. For the leadership roles, explain the hierarchy of roles and who is ultimately accountable for project success.
- c. Give us your proposed design and construction schedule for this project.
- d. Relative to consultants, provide feedback on consultants that would be included in the Basic Fee and your opinion of consultants that would not be included in the basic fee.

2. Case Study - 20 points max (time allotted = 15 minutes)

- a. Show us your design approach to a previous project that is <u>identical</u> or <u>very</u> <u>similar</u> to this one. Address the following as a minimum:
 - i. Design challenges and solutions
 - ii. Innovative construction ideas or concepts (if applicable)
 - iii. Building stabilization and rehabilitation
 - iv. Budget control and methodology

EXECUTIVE SUMMARY PROPOSED CAPITAL PROJECT

BOARD OF TRUSTEES SUBMITTAL

Meeting Date: September 17 – 18, 2015 CAMPUS: The University of Alabama, Tuscaloosa, Alabama PROJECT NAME: **University Hall** PROJECT LOCATION: Peter Bryce Campus **ARCHITECT:** Requesting in this submittal THIS SUBMITTAL: **PREVIOUS APPROVALS:** ☐ Stage I 2013-2014 Annual Capital Development Plan □ Revised Budget ☐ Stage III ☐ Stage IV **PROJECT TYPE SPACE CATEGORIES PERCENTAGE GSF** ■ Building Renovation ☐ Support 100% 75.973 Building Addition ☐ Patient Care Campus Infrastructure ☐ Intercollegiate Athletics

100%

★To be determined

Instructional

TOTAL

BUDGET	Percentage		Previous	Percentage	Revised
Construction – Demolition and Abatement		\$	663,717		\$ 750,000
Construction – Stabilization		\$	5,309,735		\$ 6,000,000
Construction – Fit Out		\$	11,093,403		\$ 12,535,545
Landscaping		\$	234,513		\$ 265,000
Furniture, Fixtures, and Equipment		\$	1,150,442		\$ 1,300,000
Security/Access Control		\$	216,814		\$ 245,000
Telecommunication/Data		\$	352,972		\$ 398,858
Contingency*	10%	\$	1,730,137	10%	\$ 1,955,055
UA Project Management Fee**	3%	\$	570,945	3%	\$ 645,168
Architect/Engineer Fee - Programming		\$	39,823		\$ 45,000
Architect/Engineer Fee***	7%	\$	1,194,680	7%	\$ 1,349,988
Expenses (Geotech, Construction Materials Testing)		\$	253,048	9	\$ 308,545
Other Fees and Services (surveys, testing)		_\$_	110,619		\$ 125,000
TOTAL PROJECT COST		\$	22,920,848		\$ 25,923,159

^{*}Contingency is based on 10% of all construction costs and landscaping.

Equipment

Other

75,973

^{*}The utilization or assignment of any vacated space upon completion of this Project will be finalized following Programming.

^{**}UA Project Management fee is based on 3% of all construction costs, landscaping, and contingency.

^{***}Architect/Engineer fee is based on 7% (5.6% per the State fee scale plus 25% major renovation factor) of all construction costs.

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

(Utilities, Housekeeping, Maintenance, Insurance, Other)

(75,973 gsf x ~\$26.00/gsf)

TOTAL ESTIMATED ANNUAL O&M COSTS:

\$ 1,975,327.65

FUNDING SOURCE:		
Capital Outlay:		
	2017 Future General Revenue Bonds	\$ 25,923,159
O&M Costs:		\$ 1,975,327.65

NEW EQUIPMENT REQUIRED:

N/A

RELATIONSHIP & ENHANCEMENT OF CAMPUS PROGRAMS:

The University Hall project ("Project") will increase space capacity for administrative, teaching, research and service units for programs throughout the campus.

The Project will provide flexible office and support space for units that are presently located on the central campus. Many of these units are service units that need easy access for their constituencies. Providing space on the Peter Bryce Campus will relieve access and parking issues and allow the units to better carry out their assigned roles. The space may also be used as overflow space for teaching and research units that have outgrown their assigned space on the main campus.

^{*}Hardscape and Landscaping only

Part 1

EXECUTIVE SUMMARY CONSULTANT SELECTION PROCESS BOARD OF TRUSTEES SUBMITTAL

		Meeting Date	September	17 - 18, 2015			
Campus:		The University of Alaba	ma				
Project Nam	ne:	University Hall					- man out the process to the process of
Project Loca	ation:	Peter Bryce Campus					
Prepared By	7:	Vince Doolcy/Carla Col	leman Brown	Dat	te: _J	uly 21	, 2015
	= 24.05						
Ptoject Ty	pe			Range of Co	nstr	uction	Costs
⊠ F	Building	g Renovations	\$	17,000,000	to	\$	18,000,000
	Building	g Addition	\$		to	\$	
1	New Co	onstruction	\$		to	\$	
	Campus	s Infrastructure	\$		to	\$	
☐ F	Equipm	ent	\$		to	\$	
	Other		\$		to	\$	
Building 7	Гуре –	Group I		No.	Perc	entag	e of Project
I	Industri	al Building Without Speci	al Facilities		-		<u></u> %
☐ F	Parking Structures/Repetitive Garage				-	.,,,	%
☐ s	Simple Loft Type Structure						%
	Warehouses/Utility Type Building				-		%
	Other				_		%

Buildin	Guilding Type - Group II Percentage of Project				
	Apartments and Dormitories	%			
	Exhibit Halls	%			
	Manufacture/Industrial Facilities	%			
	Office Building (Without Tenant Improvements)	%			
	Printing Plants	%			
	Service Garage/Facility	%			
	Other	%			

Building	g Type – Group III Per	centage	of Project
	College Classroom Facilities		%
	Convention Facilities		%
	Extended Care Facilities		%
	Gymnasiums		%
	Hospitals		%
	Institutional Dining Halls		%
	Laboratories		%
	Libraries		%
	Medical Schools		%
	Medical Office Facilities and Clinics		%
	Mental Institutions		%
	Office Buildings (with tenant improvements)		%
	Parks		%
	Playground and Recreational Facilities		%
	Public Health Centers		%
	Research Facilities		%
	Stadiums		%
	Central Utilities Plants		%
	Water Supply and Distribution Plants		%
	Sewage Treatment and Underground Systems		%
	Electrical Substations and Primary and Secondary Distribution Systems, Roads, Bridges and Major Site Improvements when performed as Independent projects		%
\boxtimes	To be finalized following Programming	100	%

Building Type - Group IV Per	tcentage of Project
Aquariums	%
Auditoriums	%
Art Galleries	%
College Buildings with special features	%
Communications Buildings	%
Special Schools	%
Theaters and similar facilities	%
☐ Other	<u></u> %
	215,05 21
Building Type - Group V Per	rcentage of Project
Residences and Specialized Decorative Buildings	%
Other	%
Repetitive Design or Duplication of Facilities Does the Building Program/Requirements support repetitive design or	
duplication of Facilities justifying an adjustment in A/E Design Fees?	Yes No
Building Program Development	
Will the A/E Agreement require the Development of a Comprehensive Building/Design Program in lieu of one provided by Owner requiring an adjustment in A/E Fees?	⊠ Yes □ No
Construction Consultant Services	
Will the University be utilizing a Construction Consultant who will perform some of the services normally provided by the Architect requiring an adjustment of A/E Fees?	☐ Yes 🛭 No

Multiple Prime Trade Contracts	
Will the project be competitively bid and construct Trade Contracts requiring additional services from the	
Design Build Services	
Will the University be using a Design/Build process, in a reduction in contracted design services and adjustment in A/E Fees?	·
Architect/Engineer Project Notifications	
Advertised through State Building Commissio	DO
☐ Local/State Trade Journals ☐ Posted on Campus Web Pages	
 ☑ Direct Contact with A/E Companies/Firms ☑ Other: Newspaper and email distribution list 	
Appointed Consultant Selection Committee (CSC): (I	Name and Title)
1. Ben Henson, UA Project Manager	
Vince Dooley, Architectural Design Coo.	ordinator
3. Tim Leopard, Assistance Vice President	for Construction
4. Garrett Goodman, UA Staff Architect	
 Dan Wolfe, University Planner and Design 	
6. Susanna Johnson, Director, Furnishings	& Design
Qualified Firms/Companies Submitted:	
 Williams Blackstock Architects, Birmingh 	ham, Alabama
2. Davis Architects, Birmingham, Alabama	
3. Birchfield Penual & Associates, Birmingh	ham, Alabama

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

- 1. Williams Blackstock Architects, Birmingham, Alabama
- 2. Davis Architects, Birmingham, Alabama
- 2. Birchfield Penual & Associates, Birmingham, Alabama

Reviewed and approved by:

Chairman of Consultant Selection Committee

Vice President for Financial Affairs and Treasurer

MEMORANDUM



TO:

Stuart R. Bell

FROM:

Lynda Gilbert

RE:

Board Item – Action: Stage II Submittal and Budget Revision: University Hall (formerly Bryce Women's Old Admission Center)

Pursuant to Board Rule 415, a Consultant Selection Committee, appointed by The University of Alabama ("University"), solicited proposals from qualified architectural firms for the University Hall (formerly Bryce Women's Old Admission Center) project ("Project"). The selection committee's recommendations were forwarded to and approved by the Physical Properties Committee Chair and Executive Vice Chancellor for Finance and Operations. Accordingly the University is requesting approval to begin negotiations with the top ranked firms as follows:

oppled

- 1. Williams Blackstock Architects, Birmingham, Alabama
- 2. Davis Architects, Birmingham, Alabama
- 2. Birchfield Penuel & Associates, Birmingham, Alabama

Additionally, the University is requesting a budget revision from \$22,920,848 to \$25,923,159 to reflect estimated escalation in the cost of construction since the 2013 approval of this Project.

This Project will be funded from 2017 Future General Revenue Bonds in the amount of \$25,923,159.

This Project location and program have been reviewed and are consistent with the Campus Master Plan, University Design Standards, and the principles contained therein. I have attached an Executive Summary, Project Summary, Project Planning Report, Location Map, and Resolution for your review. Subject to your approval, I recommend this item be forwarded to the Chancellor for inclusion as an Action Item on the agenda of the Physical Properties Committee at the Board of Trustees meeting scheduled for September 17 - 18, 2015.

LG/CCb

Attachments

pc w/atchmts:

Michael Rodgers Michael Lanier

Tim Leopard Ben Henson Brad Cook



THE UNIVERSITY OF ALABAMA SYSTEM PROJECT PLANNING REPORT DATE: September 17 - 18, 2015

Х	INITIAL REPORT
	INTERIM REPORT
_	FINAL REPORT
1	REPORT NO.

TO:	OFFICE OF THE CHANCELLOR
	BOARD OF TRUSTEES OF THE UNIVERSITY OF ALABAMA

FROM: OFFICE OF THE PRESIDENT
THE UNIVERSITY OF ALABAMA

* FINAL AGENCY APPROVAL

1. PROJECT:	University Half				
I. PROJECT.	Offiversity Frair	University Hall			
2. LOCATION:	Peter Bryce Campus	Peter Bryce Campus			
3. ARCHITECT/ENGINEER:	Requesting in this su	bmittal			
4. PROJECT STATUS:					
A. SCHEMATIC DESIGN			INITIATED	8	Oct-15
		,	MPLETE	7	0%
		* DAT	E COMPLETED	Ş 	Dec-15
B. PRELIMINARY DESIGN	E	DATE	INITIATED		Jan-16
		% CO	MPLETE		0%
		* DAT	E COMPLETED	0	Mar-16
C. CONSTRUCTION DOC	UMENTS:	DATE	INITIATED		Apr-16
o. continuonen bee	OMEIVI O		MPLETE		0%
			E COMPLETED	=	Aug-16
D. SCHEDULED BID DATE	E :			X	May-17
5. CURRENT PROJECT BUG	OGET.		PRELIMINARY		REVISED
A. CONSTRUCTION - DEM		EMENT	\$ 663,717	\$	750,000
B. CONSTRUCTION - BUIL			\$ 5,309,735	\$	6,000,000
C. CONSTRUCTION - FIT-			\$ 11,093,403	\$	12,535,548
D. LANDSCAPING			\$ 234,513	\$	265,000
E. FURNITURE, FIXTURES	S AND EQUIPMENT		\$ 1,150,442	\$	1,300,000
F. SECURITY/ACCESS CO			\$ 216,814	\$	245,000
G. TELECOMMUNICATION			\$ 352,972	\$	398,858
H. CONTINGENCY* (10%)			\$ 1,730,137	\$	1,955,056
I. UA PROJECT MANAGEN	MENT FEE** (3%)		\$ 570,945	\$	645,168
J. UA PROJECT MANAGEI	MENT FEE - PROGRA	AMMING	\$ 39,823	\$	45,000
K. ARCHITECT/ENGINEER	R FEE*** (7%)		\$ 1,194,680	\$	1,349,988
L. EXPENSES (GEOTECH, CO	ONSTRUCTION MATERIAL	S TESTING)	\$ 253,048	\$	308,545
M. OTHER FEES AND SEF	RVICES (SURVEYS, TES	TING)	\$ 110,619	\$	125,000
N. TOTAL PROJECT COS			\$ 22,920,848	\$	25,923,159
*Contingency is based on 10% of all cor **UA Project management fee is based ***Architect/Engineer fee is based on 7%	on 3% of all construction costs,	landscaping, and con	tingency. ation factor) of all construction costs	i.	
6. FUNDING/RESOURCES:	2017 Future Genera				
7. REMARKS					
, . , , , , , , , , , , , , , , , , , ,					

SUBMITTED BY:

LOCATION MAP

