

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

*** Board Submittal Checklist No. 2**

**Capital Project – Stage I, Stage II and Campus Master Plan Amendment Submittals/1
(General Information Package, Architect Ranking, and Campus Master Plan Amendment)/8**

Campus: The University of Alabama
Project Name: Bryce Lawn Community Safe Room
UA Project #: 356-21-2318
Meeting Date: September 16 – 17, 2021

- * 1. Completed Board Submittal Checklist No. 2
- 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
- 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)
- 4. Campus correspondence/photos providing supporting project information
- 5. Completed Executive Summary – Proposed Capital Project. /2
- ** 6. Executive Summary – Architect, Engineer, Selection process (include Interview Outline). /3, /4, /5
- ** 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 Senior Vice Chancellor for Finance and Administration. /6
- 8. Project Planning Report /2
- 9. Preliminary Business Plan (if applicable) /7
- 10. Campus map(s) showing Project site

**Request for Waiver of the Consultant Selection process.

Additional information required for Stage I submittal:

- 11. Proposed Board Resolution requesting approval of Stage I Submittal by UA Board of Trustees.
- 12. Completed Supplemental Project Information Worksheet – Attachment “K”, Board Rule 415.

Prepared by: 

Approved by: Tim Leonard

/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 the Physical Properties Committee and UA System Senior Vice Chancellor for Finance and Administration. 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.

August 13, 2021

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 consideration by the Board of Trustees at its September 16-17, 2021 meeting the following resolution:

- Board Item – Action: Stage I, Stage II, Waiver of Consultant Selection Process and Campus Master Plan Amendment submittals: Bryce Lawn Community Safe Room, UA Project #356-21-2318

Please contact us if you have questions or need additional information.

Sincerely,



Stuart R. Bell
President

Enclosure



RESOLUTION

BRYCE LAWN COMMUNITY SAFE ROOM

WHEREAS, The Bryce Lawn Community Safe Room project (“Project”) at the University of Alabama (“University”) was approved for the Federal Emergency Management Administration (FEMA) Pre-Disaster Mitigation Grant Program (PDMGP) through the Alabama Emergency Management Agency (AEMA); and

WHEREAS, in accordance with Board Rule 415, the University is requesting approval from The Board of Trustees of The University of Alabama (“Board”) for a Stage I, II and Campus Master Plan Amendment submittal for the Project; and

WHEREAS, the Project will consist of the construction of an approximately 13,757 gross square foot multipurpose safe shelter suitable to accommodate 1,000 occupants during severe weather events and the space has been designed to be flexible for group sizes and needs and will feature spaces with operable partitions so that spaces can be easily adjusted for events, meetings and study groups; and

WHEREAS, the Project will be designed in accordance with the requirements of FEMA 361 and International Code Council (ICC) 500 and will serve as a Tornado Safe Shelter for the intended occupants; and

WHEREAS, the Project will be prioritized for use by National Pan-Hellenic Council (NPHC) and Alabama United Greek Council (UGC) chapters for meetings, events, study groups and other uses during non-storm periods; and

WHEREAS, Adams Stewart Architects, LLC, of Robertsdale, Alabama (“Adams Stewart”) was previously engaged by the University to perform programming and schematic design services associated with the necessary grant application submittal documents for three (3) Community Safe Rooms (“Safe Rooms”) of which the Bryce Lawn Community Safe Room is a part; and

WHEREAS, Adams Stewart was the architect of Record for the previously completed and successful East Campus storm shelter project and has significant experience with FEMA grant compliance requirements and has exclusive knowledge of the design and construction proposed for the Safe Rooms and familiarity of the University’s standards which will result in an efficient design and construction process; and

WHEREAS, Adams Stewart is committed to completing the design to allow the Safe Rooms to proceed as scheduled in Spring 2022 with completion by Spring 2023, the University is requesting approval for waiver of Consultant Selection Process and to proceed with architectural design utilizing the architectural services of Adams Stewart Architects, LLC, of Robertsdale, Alabama; and

WHEREAS, the University has negotiated a final design fee for this Project based on 6.1% of the cost of construction and landscaping, less a 9% discount in the amount of \$43,920, plus \$40,000 for FEMA documentation and reimbursable expenses in the amount of \$10,000; and

WHEREAS, the total Project cost in the amount of \$9,657,971 will be funded from the FEMA PDMGP in the amount of \$3,565,669, and University Central Reserves in the amount of \$6,092,302; and

WHEREAS, the 2017 Master Plan does not indicate a structure at this location, but the multi-program benefit and higher utilization for the planned space out-weigh the indicated use and this proposed location is appropriate given the intended safety use and convenient access for users and the location does not interfere with any long-term infrastructure plans; and

WHEREAS, the Project program has been reviewed and is consistent with University Design Standards and the principles contained therein; and

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

BUDGET	PRELIMINARY
Construction	\$ 7,900,000
Landscaping	\$ 100,000
Furniture, Fixtures and Equipment	\$ 113,200
Security/Access Control	\$ 100,000
Telecommunication/Data	\$ 225,000
Contingency* (5%)	\$ 400,000
UA Project Management Fee** (3%)	\$ 252,000
Architect/Engineer Fee*** (~6.2%)	\$ 494,080
Expenses (Surveys, Testing, Inspections)	\$ 60,717
Other Fees and Services (Advertising, Printing and Postage)	\$ 12,974
TOTAL PROJECT BUDGET	\$ 9,657,971

*Contingency is based on 5% of Construction and Landscaping.

**UA Project Management fee is based on 3% of Construction, Landscaping, and Contingency.

***Architect/Engineer fee is based on 6.1% of the cost of Construction and Landscaping, less a 9% discount in the amount of \$43,920, plus \$40,000 for FEMA documentation and reimbursable expenses in the amount of \$10,000.

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

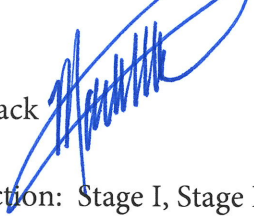
1. The Stage I submittal package for the Project is hereby approved.
2. The preliminary budget for the Project as stipulated above is hereby approved.

3. The Campus Master Plan amendment for the Project is hereby approved.

BE IT FURTHER RESOLVED Stuart R. Bell, President; Matthew M. Fajack, Vice President for Finance and Operations and Treasurer; or, those officers named in the most recent Board Resolution granting signature authority for the University be, and hereby are, authorized for and on behalf of the Board to execute an architectural service agreement with Adams Stewart Architects, LLC, of Robertsdale, Alabama, for architectural services in accordance with Board Rule 415 for the Project.

August 12, 2021

To: Stuart R. Bell

From: Matthew M. Fajack 

Subject: Board Item – Action: Stage I, Stage II, Waiver of Consultant Selection Process and Campus Master Plan Amendment submittals:
Bryce Lawn Community Safe Room
UA Project #356-21-2318

The University of Alabama (“University”) submitted and was approved for the Federal Emergency Management Administration (FEMA) Pre-Disaster Mitigation Grant Program (PDMGP) through the Alabama Emergency Management Administration (AEMA) for three (3) Community Safe Rooms (“Safe Rooms”). In accordance with Board Rule 415, the University is requesting approval from The Board of Trustees of The University of Alabama (“Board”) to approve the Stage I and II submittals for the Bryce Lawn Community Safe Room project (“Project”).

This proposed Project will enhance safety during severe weather events for students, staff, and visitors in the vicinity of the Bryce Lawn area. The Project will entail an above the ground tornado and extended severe weather event facility designed in accordance with the requirements of FEMA 361 and International Code Council ICC 500 for storm shelters. The 13,757 gross square foot structure will accommodate 1,000 occupants.

The facility will also be multipurpose and prioritized for use by National Pan-Hellenic Council (NPHC) and Alabama United Greek Council (UGC) chapters for meetings, events, study groups and other uses. The Project will provide additional opportunities for programming by these groups and will enhance and enrich the student experience and the relationships of the members and community.

Additionally, Adams Stewart Architects, LLC, Robertsdale, Alabama (“Adams Stewart”), was previously engaged by the University to perform due diligence programming and schematic design services associated with the grant submittals for Safe Rooms to be located on the University Services Campus, Ruby Tyler Parkway; Facilities Building, 1205 14th Street; and Bryce Lawn, Campus Drive East.

As Adams Stewart assisted with the grant submittal process for the Safe Rooms, the firm has exclusive knowledge of the design and construction proposed for the Safe Rooms and familiarity of the University's standards which will result in an efficient design and construction process.

Furthermore, Adams Stewart was the Architect of Record for the previously completed and successful East Campus storm shelter project and has significant experience with FEMA grant compliance requirements. Adams Stewart is committed to completing the design to allow the Community Safe Room projects to proceed as scheduled in Spring 2022 with completion by Spring 2023.

Additionally, the University has negotiated a design fee for the Bryce Lawn Community Safe Room project based on 6.1% of the cost of construction and landscaping, less a 9% discount in the amount of \$43,920, plus \$40,000 for FEMA documentation and reimbursable expenses in the amount of \$10,000.

Finally, the 2017 Master Plan does not indicate a structure at this location, but the multi-program benefit and higher utilization for the planned space out-weigh the indicated use. Therefore, the University is requesting a Campus Master Plan Amendment for the Project to reflect this change in land use.

The total Project cost in the amount of \$9,657,971 will be funded from the FEMA PDMGP in the amount of \$3,565,669, and University Central Reserves in the amount of \$6,092,302.

I have attached a Letter of approval from the Senior Vice Chancellor for Finance and Administration and Chair of the Physical Properties Committee, Resolution, Executive Summary, Project Planning Report, AEMA Notice of Award, Project Summary, Location Map, and Attachment K 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 16 – 17, 2021.

MMF/ccj

Attachments

pc w/atchmts: Michael Rodgers
Michael Lanier
Tim Leopard
Leila Ahmady
Steven Hood

**EXECUTIVE SUMMARY
PROPOSED CAPITAL PROJECT**

BOARD OF TRUSTEES SUBMITTAL

Meeting Date: September 16 – 17, 2021

CAMPUS: The University of Alabama, Tuscaloosa, Alabama

PROJECT NAME: Bryce Lawn Community Safe Room

PROJECT LOCATION: Campus Drive East (Northwest corner of Recreation Fields by Bryce Lawn Apartments)

ARCHITECT: Requesting in this submittal

THIS SUBMITTAL:	PREVIOUS APPROVALS:
<input checked="" type="checkbox"/> Stage I	_____
<input checked="" type="checkbox"/> Stage II, Waiver	_____
<input checked="" 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	Office	~1%	89
<input type="checkbox"/> Building Renovation	Other (All Purpose)	~63%	8,652
<input type="checkbox"/> Building Addition	Meeting Rooms	~15%	2,108
<input type="checkbox"/> Equipment	Telecommunications	~1%	89
	Service and Support Space	~20%	2,819
TOTAL		100%	13,757

BUDGET	Preliminary
Construction	\$ 7,900,000
Landscaping	\$ 100,000
Furniture, Fixture and Equipment	\$ 113,200
Security/Access Control	\$ 100,000
Telecommunication/Data	\$ 225,000
Contingency* (5%)	\$ 400,000
UA Project Management Fee ** (3%)	\$ 252,000
Architect/Engineer Fee*** (~6.2%)	\$ 494,080
Expenses (Geotech, Construction Materials Testing)	\$ 60,717
Other Fees and Services (Testing, Advertising, Inspections and Printing)	\$ 12,974
TOTAL PROJECT COST	\$ 9,657,971

*Contingency is based on 5% of the cost of Construction, and Landscaping.

**UA Project Management fee is based on 3% of the cost of Construction, Landscaping, and Contingency.

***Architect/Engineer fee is based on 6.1% of the cost of Construction and Landscaping, less a 9% discount in the amount of \$43,920, plus \$40,000 for FEMA documentation and reimbursable expenses in the amount of \$10,000.

ESTIMATED ANNUAL OPERATING AND MAINTENANCE (O&M) COSTS:	
(Utilities, Housekeeping, Maintenance, Insurance, Other)	
13,757 gsf x \$~1.83	\$ 25,288
TOTAL ESTIMATED ANNUAL O&M COSTS:	\$ 25,288

FUNDING SOURCE:	
Capital Outlay:	
Federal Emergency Management Administration-Pre-Disaster Mitigation Grant Program	\$ 3,565,669
University Central Reserves	\$ 6,092,302
O&M Costs:	
University Annual Operating budget	\$ 25,288

NEW EQUIPMENT REQUIRED:
Not Applicable.

RELATIONSHIP & ENHANCEMENT OF CAMPUS PROGRAMS:

The proposed Bryce Lawn Community Safe Room project (“Project”) will enhance safety and security during severe weather events for students, staff, and visitors in the vicinity of the Bryce Lawn area. The location was selected to serve the overall area as there is a high density of employees in the area and students in the surrounding housing complexes and fraternity houses along University Boulevard and Jefferson Avenue. The Project will also provide quick access due to several existing parking lots in the area.

Furthermore, the adjacency of the outdoor Recreation fields to this Project will provide for sheltering of patrons of the fields as needed for other inclement weather events.

Finally, the facility will be multipurpose and prioritized for use by National Pan-Hellenic Council (NPHC) and Alabama United Greek Council (UGC) chapters for meetings, events, study groups and other uses. The plans have been reviewed with the student and alumni leadership of these groups to ensure the facility will meet their needs. The space has been designed to be flexible for group sizes and needs, and will feature spaces with operable partitions so that room configurations can be easily adjusted. The Project will provide additional opportunities for programming by these groups and will enhance and enrich the student experience and the relationships of the members and community.

ATTACHMENT NO. 1

Project: Bryce Lawn Community Safe Room
BOT Submittals – Stage I and Stage II, Waiver
Meeting Date: September 16 – 17, 2021

Project Summary

BRYCE LAWN COMMUNITY SAFE ROOM

The Bryce Lawn Community Safe Room project (“Project”) will enhance safety and security during severe weather events for students, faculty and staff, and visitors in the vicinity of the Bryce Lawn area on the campus of The University of Alabama (“University”). The conveniently located and accessible multipurpose facility will also provide program space for campus groups including events, breakout meeting spaces and general use.

To be located on Campus Drive East between the Recreation Center (Rec) and Bryce Lawn Apartments, the Project will serve the overall east-central campus area as there is a high density of students in the area and in the surrounding housing complexes and fraternity houses along University Boulevard, Bryce Lawn Drive and Jefferson Avenue. The Project will also provide quick access for users of the Rec Fields during other inclement weather events.

The Project will consist of the construction of an above ground tornado and extended severe weather event facility designed in accordance with the requirements of FEMA 361 and ICC 500. Of the 13,757 gross square feet facility, approximately 1,000 occupants will be supported in the space.

Key design elements that will be included in the Project are restrooms sized to accommodate design occupancy, emergency generator sized to run building systems, impact resistant construction, and a structure designed to resist wind speeds up to 250 miles per hour. Other enhancements to support alternative uses within the terms of the grant include equipment upgrades and security gates at the protected entries, carpet installation, painting of walls and ceilings, and laminate storage benches.

The facility will also be multipurpose and prioritized for use by National Pan-Hellenic Council (NPHC) and Alabama United Greek Council (UGC) chapters for meetings, events, study groups and other uses. The plans have been reviewed with student and alumni leadership of these groups to ensure the plans will meet their needs. The space has been designed to be flexible for group sizes and needs and will feature spaces with operable partitions so that spaces can be easily adjusted. The project will provide additional opportunities for programming by these groups and will enhance and enrich the student experience and the relationships of the members and community.

Attachment K to Board Rule 415

Supplemental Project Information Worksheet
Annual Capital Development Plan

FY: 2020 – 2021

Project Name/Category: Bryce Lawn Community Safe Room
UA Project #: 356-21-2318
Campus: The University of Alabama
Campus Drive East

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

<input checked="" type="checkbox"/> increase space inventory	~.08 % increase	13,757	GSF
<input type="checkbox"/> replace space inventory	% replacement		GSF
<input type="checkbox"/> renovation of existing space only			GSF

Comment:

There is no hardened or appropriate shelter location in the Bryce Lawn area of The University of Alabama (“University”) campus for students, employees, or visitors. There are also numerous student housing complexes in the area that the Bryce Lawn Community Safe Room project (“Project”) will serve. Furthermore, the adjacency to the outdoor Recreation fields will provide for adequate sheltering for patrons of the fields as needed for other inclement weather events.

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

Comments:

Not applicable.

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:

The 2017 Campus Master Plan does not indicate a structure at that location. The Campus Master Plan does indicate one (1) additional recreation field at this location, but the multi-program benefit and higher utilization for the planned space out-weigh the proposed additional field. This proposed location is appropriate given the intended use and convenient access for users. This location does not interfere with any long-term infrastructure plans.

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)
300 Office Facilities				
310 Office	1		89	
500 Special Use Facilities				
590 Other (All Purpose)	14		8,652	1
600 General Use Facilities				
680 Meeting Room	2		2,108	1
700 Support Facilities				
710 Central Computer or Telecommunications	1		89	
775 Service and Support	9		2,819	

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

Comments/Notations:

Of the 13,757 gross square feet facility, approximately 1,000 occupants will be supported in the storm shelter. The storm shelter space will be multipurpose to enhance utilization. Operational guidelines will be provided to prioritize the space for storm shelter use as the controlling use.

On average, University experiences eight (8) tornado watches per year. The Shelters are opened when watches are issued.

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

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

Comments:

The facility will be multipurpose and prioritized for use by National Pan-Hellenic Council (NPHC) and Alabama United Greek Council (UGC) chapters for meetings, events, study groups and other uses. The plans have been reviewed with student and alumni leadership of these groups to ensure the plans will meet their needs. The space has been designed to be flexible for group sizes and needs and will feature spaces with operable partitions so that spaces can be easily adjusted. The Project will provide additional opportunities for programming by these groups and will enhance and enrich the student experience and the relationships of the members and community.

The purposed Project will enhance safety during severe weather events for students, faculty and staff and visitors as well as the community of and surrounding the Bryce Lawn area.

This location was selected to serve the overall area as there is a high density of employees in the area and students in the surrounding housing complexes and fraternity houses along University Boulevard and Jefferson Avenue. The Project will also provide quick access due to several existing parking lots in the area.

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:

- Dr. Donald Keith, Director of Emergency Management
- Dr. Myron Pope, Vice President for Student Life
- Dr. Steven Hood, Senior Associate Vice President for Student Life
- Ms. Leila Ahmady, Assistant Project Manager
- Mr. Jason Bigelow, University Architect

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

Source(s)	New Funds (FY 2020-2021)	Reserves	Status ^{/7}
Direct Grants – PDMGP-FEMA	\$3,565,669		Pending
Other – University Central Reserves		\$6,092,302	Pending
Totals	\$3,565,669	\$6,092,302	Pending

^{/7} Approved, allocated, pending

Comments:

The Project total cost is \$9,657,971 and will be funded from Federal Emergency Management Administration (FEMA) Pre-Disaster Mitigation Grant Program (PDMGP) in the amount of \$3,565,669 and University Central Reserves in the amount of \$6,092,302.

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	Base Data /8 FY 2020-2021	First Full /YR Occupancy FY 2021-2022	Successive Five (5) Year Projections /9
Maintenance	\$ 8,329	\$8,429	\$ 43,689
Building Repairs	\$ 2,777	\$2,810	\$ 14,563
Building Services	\$ 2,630	\$2,662	\$ 13,796
Electric, Natural Gas, Steam	\$ 6,868	\$6,950	\$ 36,024
Water and Sewer	\$ 2,630	\$2,662	\$ 13,796
Insurance	\$ 292	\$296	\$ 1,533
Safety Support	\$ 1,169	\$1,183	\$ 6,132
Operations Staff Support Funding	\$ 292	\$296	\$ 1,533
Totals	\$24,987	\$25,288	\$131,066

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

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

Comments:

Base data was obtained from the following University departments: Energy Management, Electrical Maintenance, Facilities Management, Environmental Health and Safety, and Risk Management.

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

Source(s)	Occupancy Yr. /9 (FY 2021-2022)	Future Years /10	Status /7
Other			
Total/YR	\$25,288	\$131,066	Pending

/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 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?

\$ 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

Comments:

There are not any potential buildings that could be utilized or adapted to a FEMA rated storm shelter; therefore, new construction is the only option to facilitate a new storm shelter in this area.

/13 Renovation vs. new construction, adaptive reuse of underutilized buildings, etc.

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:

Comments:

The Project will enhance safety during severe weather events for students, employees, and visitors of the Bryce Lawn area as well as those near the facility seeking refuge during severe weather events.

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

Comments:

Implementing safety measures such as this Project serve as a cornerstone for all four (4) of the University's Strategic Goals by enhancing the learning, research, and work environment. This Project will also support Goal #3 - enrich our learning and work environment by providing an accepting, inclusive community that attracts and supports a diverse faculty, staff, and student body - by providing a facility tailored to support the needs of the NPHC and UGC communities and reinforcing the University's commitment to these groups.

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

Comments:

Providing a safe environment meets Core Principle #1, which is to assure that everything we do is for the purpose of improving the lives and health of the citizens of the State of Alabama. In addition, this Project also supports Core Principle #5, which is to help lead a unified approach to improving the economy, opportunities, and comprehensive health care for all citizens of Alabama. Similar shelter-type spaces on-campus have been used for this purpose.

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

Comments:

Tornadoes, high winds, thunderstorms, and lightning are recurring events in the city of Tuscaloosa. The immediate impact of this Project not being approved is that the populations in this area are potentially vulnerable to severe weather. A FEMA approved storm shelter improves the safety of individuals in this area.

Providing a fostering environment, with appropriate support facilities, is vital to the NPHC and UGC communities and the students they support. The facility will help students stay engaged and serve as a strong recruitment tool for prospective students.



University of Alabama System
500 University Boulevard East
Tuscaloosa, AL 35401
205.348.6432

May 4, 2021

MEMORANDUM

TO: Dr. Dana Keith, Senior Vice Chancellor for Finance and Administration
Trustee Karen Brooks, Chairwoman, Physical Properties Committee

FROM: Michael Rodgers

SUBJECT: Board Rule 415 Waiver
Architect/Engineer Selection Process
University Services Campus, Facilities, and Bryce Lawn Community Safe Rooms
@ UA

Dr. Keith and Trustee Brooks:

Board Rule 415 provides a detailed process for the selection and approval of Architects, Engineers, and construction professionals. Campus officials are required to appoint a Selection Committee which, after careful review of all qualified firms, is to submit a ranking of the most qualified professionals to the Physical Properties Committee for approval and authorization to negotiate a Consulting Agreement.

You will find attached a request to waive this Consultant Selection Process on the above referenced projects. The University would like to contract with Adams Stewart Architects, LLC of Robertsdale, AL based on the following:

- 1.) **Familiarity with the Project.** Adams Stewart is being proposed as the designer for these Projects based on their substantial existing knowledge of the design and construction proposed for the Projects and familiarity with University standards. Adams Stewart provided programming and schematic design services associated with the necessary FEMA pre-disaster mitigation grant application submittal documents. Additionally, Adams Stewart was the Architect of Record on the East Campus Storm Shelter (completed in 2015). This foundation of familiarity and knowledge of the FEMA grant requirements, the DCM requirements for storm shelters, and the University's design guidelines and standards will facilitate an efficient design process and ensure effective Project coordination.

2.) **Financial Impact.** The three Projects will be executed simultaneously. As a result, the University has negotiated a 9% discount (\$76,131.42) off the total design fee for the three Projects. A breakdown of discount by Project:

University Services Campus:

$\$4,667,260.00 \times 6.4\% = \$298,704.64$, discount of 9% ($\$26,883.42$) = $\$271,821.22$

Bryce Lawn:

$\$8,000,000.00 \times 6.1\% = \$488,000.00$, discount of 9% ($\$43,920.00$) = $\$444,080.00$

Facilities Complex:

$\$800,000.00 \times 7.4\% = \$59,200.00$, discount of 9% ($\$5,328.00$) = $\$53,872.00$

In addition, the University has negotiated a discount on the 1.5% administration fee for FEMA associated grant documentation requirements. The total discount for the administrative fee on the three Projects equates to \$119,000.00 (an approximately 61% reduction).

Reimbursable expenses for the three Projects shall not exceed \$20,000.00.

The applicable fee discounts and individual design fees will be included in each respective Project budget when presented to the Board.

I have reviewed this request and the associated documentation and recommend approval by the Senior Vice Chancellor and the Chairwoman of the Physical Properties Committee. Thereafter, campus officials will be authorized to proceed in negotiating a Consultant Agreement with the preferred firm.

Sincerely,



Michael Rodgers

Assistant Vice Chancellor for Construction Management

May 4, 2021

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

Trustee Karen Brooks
Chair, Physical Properties Committee
2555 14th Street, East
Tuscaloosa, AL 35404

RE: Request for Waiver of Consultant Selection Process
Community Safe Rooms
UA Projects: University Services Campus Community Safe Room – No. 1037-20-2320
Facilities Community Safe Room – No. 326-20-2319
Bryce Lawn Community Safe Room – No. 356-20-2318

Dear Dr. Keith and Trustee Brooks,

Adams Stewart Architects, LLC, Robertsdale, Alabama (“Adams Stewart”), was previously engaged by The University of Alabama (“University”) to perform programming and schematic design services associated with the necessary grant application submittal documents for the Community Safe Rooms proposed to be located on the University Services Campus, Ruby Tyler Parkway; Facilities Complex, 1205 14th Street; and Bryce Lawn, Campus Drive East (“Projects”). The University was subsequently awarded three (3) FEMA Pre-Disaster Mitigation Grants (“PDMC”) for these Projects. The PDMC will cover 75% of all eligible costs for the projects.

Adams Stewart assisted with the grant application submittal process for the Projects and has extensive knowledge of the design and construction proposed for the Projects and familiarity of the University’s standards, which will result in an efficient design and construction process. Furthermore, Adams Stewart was the Architect of Record for the previously completed and successful East Campus storm shelter project and has significant experience with FEMA grant requirements and the Alabama Division of Construction Management requirements for storm

shelters. Adams Stewart is also committed to completing the design to allow the Projects to proceed as scheduled in Fall 2021 with Project completions by early Spring of 2023.

As these three Projects will be simultaneously executed, there will be beneficial economies of scale and efficiencies realized. Accordingly, the University has negotiated a design fee for the Projects based on a negotiated discount of \$76,131 or 9% of the standard fee off of the total fee for the three (3) projects. Furthermore, a 1.5% administration fee for FEMA associated grant documentation requirements is standard for projects of this type and the University has negotiated a discount of \$119,000 or approximately 61% reduction for this fee for the Projects.

The proposed fees represent a significant financial benefit to the campus.

Approval is hereby requested for:

1. Waiver of Consultant Selection process for each individual project.
2. Adams Stewart Architects, LLC, Robertsedale, Alabama, as the design service provider for the Projects at a negotiated design as follows:
 - a. 9% discount off of the basic design fee for each Project.
 - b. A discount of \$119,000, or approximately 61%, off of the FEMA administration fee for the Projects.
 - c. Reimbursable expenses not to exceed \$20,000.
3. Submittal to the Physical Properties Committee for review and approval.

Please note that the applicable fee discounts will be reflected in the individual design fee for each respective project's budget as the University must distinctly account for each grant. While the University negotiated the fee discount to be applicable to the Facilities Community Safe Room too, that project will not be submitted as a Board Rule 415 project as it is under the cost threshold for a capital project. If you have any questions or concerns, please feel free to contact me.



Matthew M. Fajack

Vice President for Finance and Operations
and Treasurer

MMF/ccj

Attachment

pc w/atchmts: Michael Rodgers
Michael Lanier

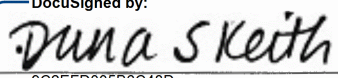
Tim Leopard
Dennis McDaniel

Leila Ahmady

Recommended for Approval.

Not Recommended for Approval. Submit to Physical Properties Committee.

DocuSigned by:


9C2EFD005B6C48D...

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:


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Trustee Karen Brooks, Chair for Physical Properties Committee

THE UNIVERSITY OF ALABAMA SYSTEM
PROJECT PLANNING REPORT
DATE: SEPTEMBER 16 - 17, 2021

X INITIAL REPORT
 INTERIM REPORT
 FINAL REPORT
 REPORT NO.

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

FROM: OFFICE OF THE PRESIDENT
THE UNIVERSITY OF ALABAMA

1. PROJECT: Bryce Lawn Community Safe Room

2. LOCATION: Campus Drive East (Northwest corner of Recreation Fields by Bryce Lawn Apartments)

3. ARCHITECT/ENGINEER: Requesting in this submittal

4. PROJECT STATUS:		
A. SCHEMATIC DESIGN	DATE INITIATED	<u>May-21</u>
	% COMPLETE	<u>100%</u>
	* DATE COMPLETED	<u>July-21</u>
B. PRELIMINARY DESIGN:	DATE INITIATED	<u>July-21</u>
	% COMPLETE	<u>50%</u>
	* DATE COMPLETED	<u>October-21</u>
C. CONSTRUCTION DOCUMENTS:	DATE INITIATED	<u>October-21</u>
	% COMPLETE	<u>0%</u>
	* DATE COMPLETED	<u>January-22</u>
D. SCHEDULED BID DATE:		<u>January-22</u>

5. CURRENT PROJECT BUDGET:	PRELIMINARY
A. CONSTRUCTION	\$ <u>7,900,000</u>
B. LANDSCAPING	\$ <u>100,000</u>
C. FURNITURE, FIXTURES & EQUIPMENT	\$ <u>113,200</u>
D. SECURITY/ACCESS CONTROL	\$ <u>100,000</u>
E. TELECOMMUNICATION/DATA	\$ <u>225,000</u>
F. CONTINGENCY* (5%)	\$ <u>400,000</u>
G. UA PROJECT MANAGEMENT FEE** (3%)	\$ <u>252,000</u>
H. ARCHITECT/ENGINEER FEE *** (~6.2%)	\$ <u>494,080</u>
I. EXPENSES (SURVEYS, TESTING, INSPECTIONS)	\$ <u>60,717</u>
J. OTHER FEES AND SERVICES (TESTING, ADVERTISING, INSPECTIONS AND PRINTING)	\$ <u>12,974</u>
K. TOTAL PROJECT COST	\$ <u>9,657,971</u>

*Contingency is based on 5% of the cost of Construction and Landscaping.

**UA Project Management fee is based on 3% of the cost of Construction, Landscaping, and Contingency.

***Architect/Engineer fee is based on 6.1% of the cost of Construction and Landscaping, less a 9% discount in the amount of \$43,920, plus \$40,000 for FEMA documentation and reimbursable expenses in the amount of \$10,000.

6. FUNDING/RESOURCES: FEMA PDMGP - \$3,565,669
University Central Reserves - \$6,092,302

7. REMARKS

* FINAL AGENCY APPROVAL

SUBMITTED BY: _____

Tim Leopard



STATE OF ALABAMA
EMERGENCY MANAGEMENT AGENCY

5898 COUNTY ROAD 41 • P.O. DRAWER 2160 • CLANTON, ALABAMA 35046-2160
(205) 280-2200 FAX # (205) 280-2495



December 18, 2020

Tim Leopard
Senior VP for Campus Development
271 Rose Administration Building
Tuscaloosa, Alabama 35487

Subject: FY 2019 Pre-Disaster Mitigation Grant
PDMC-04-AL-2019-010 FY2019 PDMC University of Alabama – Bryce Lawn
Community Safe Room

Dear Mr. Leopard:

The Federal Emergency Management Agency (FEMA) has notified this office that the above-referenced project is approved and the federal funds obligated. The project has been approved for \$4,754,225.70 with a Federal share of \$3,565,669.27 and non-federal share of \$1,188,556.43.

Enclosed is a copy of the State-Sub-recipient Agreement; execute and return one copy to AEMA Mitigation via US Mail and retain the other copy for your files. **Please fully read this agreement and pay close attention to #1 and #17.** Note that #17 on the State-Sub-recipient Agreement states: "The Sub-recipient will begin project work within 90 days of approval of the grant and complete all items of work within the specified period of performance period of performance ending April 1, 2023, unless an extension is granted to extend the time frame."

Quarterly progress reports are required each quarter until project completion. The first quarterly progress report will be due on January 1, 2021 and will report on activities completed during 1st quarter 2020 (October 2020- December 2020). Each subsequent report will be due on the first of the month following the end of each quarter (July 1, Oct 1, January 1, and April 1).

If you need additional information concerning this approval and the administration of this project, please contact Mary McHenry at 205-280-2339 or mary.mchenry@ema.alabama.gov.

Sincerely,

Brian Hastings
Director

BRYCE LAWN COMMUNITY SAFE ROOM

LOCATION MAP

