



UNIVERSITY OF ALASKA
ANCHORAGE

TO: Pat Gamblin
President

TO/THROUGH: Kit Duke
AVP Facilities

THROUGH: Tom Casper
Chancellor

THROUGH: Elisha Beck
Provost

THROUGH: Bill Spindler
Vice Chancellor

THROUGH: Chris Turner

THROUGH: [Redacted]
Director

FROM: Summer
Project Manager

DATE: 1/15/14

SUBJECT: Project T
Project P
Project F

Cc:

16 Jan 14



UNIVERSITY
of ALASKA

Project Program Resource Planning Process Status Report **UAA 1901 Bragaw Tenant Improvements** **Formal Project Approval Requested**

This project will repair some of the building systems and renovate the interior spaces to accommodate the existing programs that are being relocated from the Diplomacy Building.

Milestone #0

Mission Area Analysis: (included in purchase justification)

Date: 6/6/13

Statement of Need: (included in purchase justification)

Date: 6/6/13

Milestone #1

Statewide Academic Council (SAC) Review:

Date: N/A

(no changes to academic programs, replacement of existing facilities)

Milestone #2

Preliminary Administrative

MAU D
MAU

9
Ca
Lo

10
an
ca

1
Lo

12

pro
app
der

U
at

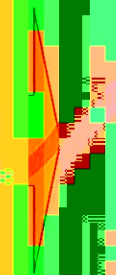
re

ru
di
ol
er

ous
Pla

r rec
r rec
ner
ary

S





FORMAL PROJECT APPROVAL

Name of Project: UAA 1901 Bragaw Tenant Improvements
 Project Type: Renovation and Repurposing
 Location of Project: UAA, Off Campus Bragaw Office Complex #3, AO111, Anchorage
 Project Number: 13 0149
 Date of Request: January 14, 2014

Total Project Cost:	\$3,850,000	
Approval Required:	Full Board	
Prior Approvals:	Preliminary Administrative Approval	12/19/13

A Formal Project Approval (FPA) is required for all Capital Projects with a Total Project Cost in excess of \$250,000.

FPA represents approval of the Project including the program justification and need, scope, the total project cost, and the funding and phasing plans for the project. Requests for formal project approval shall include a signed project agreement or facilities pre-design statement, the proposed cost and funding sources for the next phase of the project and for eventual completion of the project, and a variance report identifying any significant changes in scope, budget, schedule, deliverables or prescriptive criteria associated with a design-build project, funding plan, operating cost impact, or other cost considerations from the time the project received preliminary administrative approval. It also represents authorization to complete project development through the schematic design, targeting the approved scope and budget, unless otherwise designated by the approval authority.

Action Requested

The Facilities and Land Management Committee approves the Formal Project Approval request for the University of Alaska Anchorage 1901 Bragaw Tenant Improvements as presented in compliance with the approved campus master plan, administration to proceed with a cost of \$3,850,000.

This motion is effective February 20, 2014.

“ ‘ OE ± ... – _ „ • – ” f ... –

The Diplomacy Building on 4500 Diplomacy Drive, Anchorage, AK has been sold and the three facilities comprising the Bragaw Office Complex on the 1800-1900 block of Bragaw Street, Anchorage, AK purchased by UA FLM. In exchange for UAA’s ownership interest in the Diplomacy Building, the building at 1901 Bragaw Street will become the property of UAA. UAA plans to relocate the UAA occupants of the Diplomacy Building to 1901 Bragaw Street. This project will develop the relocation plan and tenant improvements plans required to accommodate these occupants; prepare the new space through modifications and renewal, and move the occupants from one facility to the other not later than June 30, 2015.

On June 25th, 2013, UA Statewide Facilities and Land Management (FLM) sold the 5-story, approximately 55,500 sf, UAA Diplomacy Building to Alaska Native Tribal Health Consortium

Approvals

The level of approval required for FPA shall be based upon the estimated TPC as follows:

- TPC > \$4.0 million will require approval by the board based on the recommendations of the Facilities and Land Management Committee (FLMC).
- TPC > \$2.0 million but not more than \$4.0 million will require approval by the FLMC.
- TPC > \$1.0 million but not more than \$2.0 million will require approval by the Chair of the FLMC.
- TPC ≤ \$1.0 million will require approval by the AVP of Facilities and Land Management.



PROJECT AGREEMENT

Name of Project: UAA1901BragawTenantImprovements
Project Type: Renovationand Repurposing
Location of Project: UAA, Off CampusBragawOffice Complex#3, AO111, Anchorage
Project Number: 13 0149
Date of Agreement: January10, 2014

INTRODUCTION

A Project Agreement (PA) is required for all Capital Projects with a Total Project Cost anticipated to exceed \$2.5 million. For project under \$2.5 million, a project agreement should be attached to the FPA or all of the components of the PA may be incorporated into the FPA.

The PA represents a formal agreement between the affected program department(s), the MAU's chief facilities administrator, the chief academic officer, the chief financial officer, the chancellor, and the chief facilities administrator documenting a common understanding of the programmatic need, project scope, and other matters related to the project.

BODY OF THE AGREEMENT

Basis for the Project

The Diplomacy Building on 4500 Diplomacy Drive, Anchorage, AK has been sold and the four facilities comprising the Bragaw Office Complex on the 1800-1900 block of Bragaw Street, Anchorage, AK purchased by UA FLM. In exchange for UAA's ownership interest in the Diplomacy Building, the building at 1901 Bragaw Street will become the property of UAA. UAA plans to relocate the UAA occupants of the Diplomacy Building to 1901Bragaw Street. This project will develop the relocation plan and tenant improvements plans required to accommodate these occupants; prepare the new space through modifications and renewal, and move the occupants from one facility to the other not later than June 30, 2015.

On June 25th, 2013, UA Statewide Facilities and Land Management (FLM) sold the 5-story, approximately 55,500 sf, UAA Diplomacy Building to Alaska Native Tribal Health Consortium (ANTHC). Part of agreement of sale is that current UAA tenants would be able to continue to lease space for approximately 24-30 months to allow orderly transition to new space. The goal is for all UAA tenants to vacate this facility not later than June 30th, 2015. Additionally, the goal is for UAA to relocate these organizations and vacate a whole floor at a time to facilitate new 3rd party leases and relieve UAA of rental costs incrementally as expeditiously as possible.

On June 27th, 2013, UA Statewide Facilities and Land Management purchased the Bragaw Office Complex to including the following 1901 Bragaw Street building. As noted, this 3-story, approximately 64,500 sf building will belong to UAA for use as office and classroom space predominantly for the current occupants of the UAA Diplomacy Building. If residual space is available after accommodating Diplomacy Building occupants, other UAA organizations who currently reside in commercial leased space will be accommodated as space allows.

Programmatic Need

Current UAA Tenants of the Diplomacy Building will continue their academic and/or support mission and functions for the University or various external customers. No changes will be made to their programmatic, on-going operations. Coordinated real estate actions of long term benefit to UAA, UA Statewide, and the UA Foundation resulting in the sale of one property and purchase of the other necessitate the move of occupants from one location to the other.

Mission Area Analysis/Statement of Need

As noted in the previous paragraph, there will be no change to the basic mission of the occupants and their need for adequate facilities to perform their mission.

Statement of Requirements

UAA will plan, design, construct, and relocate various UAA tenants from the 5-story 55,500 GSF Diplomacy Building to the 3-story 64,500 sf building at 1901 Bragaw Street. Actions required for this project to include programming, space planning, tenant improvement drawings, mechanical and electrical engineering, cost estimating, and bidding/construction administration services. Basic sequence of events for project execution includes:

- x Conduct interviews with Diplomacy Building occupants to determine current space use, adjacencies, and identify any special requirements. Conduct interviews with additional UAA prospective tenants to the 1901 Bragaw Building as space allows.
- x Develop the optimal space allocation plan, to include detailed space assignments and floor plan designs for the 1901 Bragaw Building based on Diplomacy Building tenant requirements.
- x Complete inventory of FF&E that will be relocated from Diplomacy Building and coordinate reuse within the 1901 Bragaw Street property.
- x Evaluate the adequacy of existing electrical, mechanical, fire protection, telecommunication, and building control systems for intended use and provide designs for required modifications.
- x Develop a proposed Relocation Schedule to start tenant improvements or modifications on the 1901 Bragaw Building in January 2014 and move Diplomacy Building occupants incrementally, to be complete no later than 30 June 2015.
 - o To save lease costs in the Diplomacy Building, the goal is to the extent feasible, vacate a complete floor at a time allowing for 3rd party leasing and incremental rent reduction until complete.
- x Design and complete tenant improvements based on the Space Allocation and Relocation Plans to include:
 - o fresh paint and carpet replacement throughout,
 - o infrastructure modifications (new/changed partition walls, lighting and HVAC adjustments), and
 - o any immediate repairs identified.
 - o Goal is to use existing floor plan and room designs to greatest extent to reduce costs; however, some flexibility will be considered to best accommodate the occupants.
- x Actions to be coordinated and synchronized with the execution of tenant improvements are:
 - o IT/telecommunications infrastructure and workstation upgrade and setup
 - o Procurement and installation of additional or special furniture or equipment
 - o Relocation or moving of property, goods, and materials from the Diplomacy Building or other UAA locations into the 1901 Bragaw Street facility.
 - o A detailed cost estimate for each of those areas based on occupant needs and consultant-developed plans requires further assessment and resourcing by UAA.
- x Upon complete vacation of the Diplomacy Building, coordinate reparations, key/lock core exchange, and any other actions required to complete the Renter Exit Inspection with ANTHC.

- x Provide as-built drawings and space assignment and utilization diagrams based on finished relocation.

Strategic Importance

See above.

Impact Analysis

See above.

Program Enhancements

None.

Needs Assessment

See above.

Project Impact

See above.

Project Site Considerations

The current site has drainage problems, extensive mold in the basement, condensing unit needs replacement.

Incremental Costs

Statewide will provide design and construction for a new condensing unit, site drainage and mold remediation.

Proposed Funding Plan

See Total project cost and Funding Sources

Annual Program and Facility Cost Projections

Although a budget request was not made for O&M costs for the larger 1901 Bragaw Building, the anticipated additional costs are as follows:

<u>Facilities Costs:</u>	<u>Amount</u>
Maintenance & Repair (1.5% of Total Project Cost-Represents increased size of building)	\$57,750
Operations (based on 9000 sqft of increased building size for admin, grounds & landscaping, utilities, custodial)	\$49,500
Annual O&M Cost	\$107,250

Total Project Cost and Funding Sources

<u>Funding Title</u>	<u>Fund Account</u>	<u>Amount</u>
FY14 FP&C General Recharge	174004-17059	\$450,000
Proceeds from sale of Diplomacy Bldg	TBD	\$1,700,000
FY14/FY15 DM/R&R	TBD	\$1,700,000
Total Project Cost		\$3,850,000

Project Schedule

DESIGN	
Conceptual Design	January 2014
Formal Project Approval	January 2014

Schematic Design	February 2014
Schematic Design Approval	April 3, 2014
Construction Documents	June 2014
BID & AWARD	
Advertise and Bid	June 2014
Construction Contract Award	July 2014
CONSTRUCTION – Phase 1	
Start of Construction	August 2014
Construction Complete	May 2015
Date of Beneficial Occupancy	June 2015
Warranty Period	1 year
CONSTRUCTION – Phase 2	
Start of Construction	August 2015
Construction Complete	May 2015
Date of Beneficial Occupancy	June 2015
Warranty Period	1 year

Supporting Documents

None

Agreement

In witness whereof, the parties attest that they have made and executed this Agreement to be effective the date and year first above written.

Tom Sternberg, Director of Facilities Maintenance and Operations

John Faunce, Director of Facilities Planning and Construction

Chris Turletes, Associate Vice Chancellor, Facilities and Campus Services

Bill Spindle, Vice Chancellor, Administrative Services

Elisha “Bear” Baker, Provost

Tom Case, Chancellor

Kit Duke, AVP F&LM

UNIVERSITY OF ALASKA	
Project Name: UAA1901 Bragaw Tenant Improvements	
MAU: Renovation & Repurposing	
Building: UAA, Off Campus Bragaw Office Complex #3, AO1111 Anchorage	
Campus: Anchorage	Prepared by: S. Sauve
Project#: 13 0149	Acct#: TBD
Total GSF Affected by Project:	\$ 64,500
PROJECT BUDGET	FPA Budget
A. Professional Services	
Advance Planning, Program Development	\$ 30,000
Consultant Design Services	\$ 180,000
Consultant Construction Phase Services	\$ 60,000
Consult Extra Services (List: _____)	
Site Survey	
Soils Testing & Engineering	
Special Inspections	
Plan Review Fees/ Permits	\$ 12,000
Professional Services Subtotal	\$ 282,000
B. Construction	
General Construction Contract(s)	\$ 2,800,000
Other Contractors (List: _____)	
Construction Contingency	\$ 224,000
Construction Subtotal	\$ 3,024,000
Construction Cost per GSF	\$ 47
C. Building Completion Activity	
Equipment	\$ 40,000
Fixtures	
Furnishings	\$ 40,000
Move Out Costs	\$ 5,000
Move In Costs	\$ 5,000
Art	\$ r
OIT Support	\$ 20,000
Maintenance Operation Support	
Building Completion Activity Subtotal	\$ 110,000
D. Owner Activities & Administrative Costs	
Project PIng, Staff Support	\$ 85,920
Project Management	\$ 60,000
Misc. Expenses Advertising, Printing, Supplies Etc.	\$ 18,080
Owner Activities & Administrative Costs Subtotal	\$ 164,000
E. Total Project Cost	\$ 3,580,000
Total Project Cost per GSF	\$ 56
F. Total Appropriation(s)	\$ 3,580,000