TO: Pat Gamble  
President

THROUGH: Kit Duke  
AVP Facilities and Land Management

THROUGH: Brian Rogers  
UAF Chancellor

THROUGH: Pat Pitney  
Vice Chancellor for Administrative Services

THROUGH: Scott Bell  
Associate Vice Chancellor of Facilities Services

THROUGH: Gary Johnston  
Director of Design and Construction

FROM: Mary Pagel  
Project Manager

DATE: October 26, 2012

SUBJECT: Project Type: NC - RENOVATION  
Project Name: Bristol Bay Campus Applied Sciences  
Project No.: 2012130 BBAS

cc: BBAS (101)
# FORMAL PROJECT APPROVAL

<table>
<thead>
<tr>
<th>Name of Project:</th>
<th>Bristol Bay Campus Applied Sciences</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Type:</td>
<td>Renovation</td>
</tr>
<tr>
<td>Location of Project:</td>
<td>UAF, Bristol Bay Campus, NAPA Building, Dillingham</td>
</tr>
<tr>
<td>Project Number:</td>
<td>2012130 BBAS</td>
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<tr>
<td>Date of Request:</td>
<td>October 26, 2012</td>
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<table>
<thead>
<tr>
<th>Total Project Cost:</th>
<th>$2,200,000</th>
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<tbody>
<tr>
<td>Approval Required:</td>
<td>FLMC</td>
</tr>
<tr>
<td>Prior Approvals:</td>
<td>Preliminary Administrative Approval</td>
</tr>
<tr>
<td></td>
<td>May 17, 2012</td>
</tr>
</tbody>
</table>

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 Fairbanks Bristol Bay Campus Applied Sciences Project as presented in compliance with the approved campus master plan, and authorizes the university administration to proceed through Schematic Design not to exceed a total project cost of $2,200,000. This motion is effective December 6, 2012."

**Project Abstract**

Bristol Bay Campus (BBC) purchased the NAPA auto parts store in Dillingham in order to expand its Applied Science programs. The building is a 2-story wood-framed structure that had a retail auto parts store on the ground floor and, three residential apartments and a mechanical/electrical room on the second floor. The building is approximately 40 feet by 90 feet with a total floor area of 7,200 gross square feet."
UAF Facilities Management is planning to remodel the first floor of the NAPA building in order to accommodate the Bristol Bay Applied Science programs. The new program spaces scheduled for this remodel project include:

- Nursing Lab/Classroom
- Science Lab
- Sustainable Energy Lab with Library/Office
- Tele-Presence Conference Room
- Two Offices
- Storage Rooms
- Building Support (Lobby, Commons, Circulation, Restrooms and more)

**Variance**
None

**Special Considerations**
All but $200,000 of this project is funded by a $2 million Title III Grant. $1.7 million is currently available and an additional $300,000 will become available in October 2013. Construction scheduling accounts for this cash flow scenario.

**Total Project Cost and Funding Sources**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title III Grant</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>FY11 Capital Funds (CC Feasibility Study)</td>
<td>$65,000</td>
</tr>
<tr>
<td>DOE Federal Grant</td>
<td>$60,000</td>
</tr>
<tr>
<td>FY12 General Fund</td>
<td>$45,000</td>
</tr>
<tr>
<td>UA Foundation Grant</td>
<td>$24,750</td>
</tr>
<tr>
<td><strong>Total Project Cost</strong></td>
<td><strong>$2,200,000</strong></td>
</tr>
</tbody>
</table>

**Annual Program and Facility Cost Projections**
Due to the nature of the project being a renovation, annual program and facility cost will not increase.

**Project Delivery Method**
Project delivery method will be Design-Bid-Build.

**Affirmation**
This project complies with Regents’ Policy and the Bristol Bay Campus Master Plan.

**Supporting Documents**
- Preliminary Project Agreement
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: Bristol Bay Campus Applied Sciences
Project Type: Renovation
Location of Project: UAF, Bristol Bay Campus, NAPA Building, Dillingham
Project Number: 2012130 BBAS
Date of Agreement: November 12, 2012

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
Bristol Bay Campus (BBC) purchased the NAPA auto parts store in Dillingham to expand their Applied Science programs. The building is a two-story wood-framed structure that has a retail auto parts store on the ground floor and three residential apartments, and a mechanical/electrical room on the second floor. The building is approximately 40 feet by 90 feet with a total floor area of 7,200 gross square feet.

UAF Facilities Management is planning to remodel the first floor of the NAPA building in order to accommodate the Bristol Bay Applied Science programs. The new program spaces scheduled for this remodel project include:

- Nursing Lab/Classroom
- Science Lab
- Sustainable Energy Lab with Library/Office
- Tele-Presence Conference Room
- Two Offices
- Storage Rooms
- Building Support (Lobby, Commons, Circulation, Restrooms and more)
Programmatic Need
This project supports the expansion of the Bristol Bay Campus Applied Sciences programs including Rural Allied Health and Nursing, the Environmental Studies, and Sustainable Energy programs. These programs currently operate with a limited number of students due to a lack of classroom space and a lack of clinical and research facilities.

Strategic Importance
The fulfillment of programmatic needs addressed by this project support the mission of the Bristol Bay Campus and the College of Rural and Community Development. The mission states: The Bristol Bay Campus, College of Rural and Community Development of the University of Alaska Fairbanks, seeks to provide educational opportunities through which Alaskans, particularly Alaska Natives and rural residents, are empowered to effect social and economic changes in their communities as well as to protect and enrich the quality of their lives and culture.

Impact Analysis
Project impact on students, faculty and constituents is positive. Current students and faculty will be provided with a higher quality facility to work and learn in. Expansion of teaching space will allow for an increase in student numbers. Bristol Bay Campus also has partnerships with the local hospital, the Bristol Bay Housing Authority, Bristol Bay Native Association and the Bristol Bay Economic Development Corporation. The Applied Sciences program provides training that supports these partnerships.

Program Enhancements
This project supports an increase in the quality and quantity of student and faculty experience in the Allied Sciences programs.

Needs Assessment
This project addresses Short-Term Priority Improvement One as listed in the 2012 Bristol Bay Campus Master Plan. The priority improvement includes the following; Acquire funding for the renovation of the NAPA Auto Parts building (the Allied Sciences Center): This facility will house Sustainable Energy, Environmental Science, and Allied Health/Nursing faculty and students.

Project Impact
All vacated space will be reallocated to existing programs. Parking for all campus faculty, staff and students is supported by the paved parking lot adjacent to the main campus building.

Project Site Considerations
The project site is located across the street from the main campus facility. Purchase and renovation of this building has been a long term goal.

Incremental Costs
This project is supported by grants obtained by the Bristol Bay Campus faculty and the College of Rural and Community Development.

Proposed Funding Plan

<table>
<thead>
<tr>
<th>Funding Title</th>
<th>Fund Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title III Grant</td>
<td></td>
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<tr>
<td>FY11 SW Capital Appropriation</td>
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<tr>
<td>DOE Federal Grant</td>
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<td>FY12 General Fund</td>
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<td>UA Foundation Grant</td>
<td>336825-42003</td>
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<tr>
<td><strong>Total Project Cost</strong></td>
<td></td>
<td><strong>$2,200,000</strong></td>
</tr>
</tbody>
</table>
Project Schedule

DESIGN
- Conceptual Design
  - September 2012
- Formal Project Approval
  - October 2012
- Schematic Design
  - October 2012
- Schematic Design Approval Requested
  - December 2012
- Construction Documents
  - December 2012

BID & AWARD
- Advertise and Bid
  - January 2013
- Construction Contract Award
  - February 2013

CONSTRUCTION
- Start of Construction
  - April 2013
- Construction Complete
  - December 2013
- Date of Beneficial Occupancy
  - December 2013
- Warranty Period
  - 1 year

Supporting Documents
- One-page Budget
- Drawings

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.

This project as described above meets the requirements of the Bristol Bay Campus:

__________________________________________
Deborah McLean, Director for Bristol Bay Campus

This project scope of work, cost, and schedule as described above is appropriate:

__________________________________________
Scott Bell, UAF Associate Vice Chancellor for Facilities Services

This project plan and funding as described above is appropriate:

__________________________________________
Pat Pitney, Vice Chancellor for Administrative Services

This project as described above meets the strategic goals of the Bristol Bay Campus:

__________________________________________
Brian Rogers, Chancellor

This project as described above is consistent with executive and Board planning protocols:

__________________________________________
Kit Duke, AVPF&LM
<table>
<thead>
<tr>
<th>PROJECT BUDGET</th>
<th>FPA Budget</th>
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</thead>
<tbody>
<tr>
<td><strong>A. Professional Services</strong></td>
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<td>Consultant: Construction Phase Services</td>
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<td>Plan Review Fees / Permits</td>
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<td><strong>C. Building Completion Activity</strong></td>
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<td>Move-Out Cost/Temp. Reloc. Costs</td>
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<tr>
<td>Move-In Costs</td>
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<td>Art</td>
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<td>Other (List: )</td>
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<td>OIT Support</td>
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<td><strong>Building Completion Activity Subtotal</strong></td>
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<td><strong>D. Owner Activities &amp; Administrative Cost</strong></td>
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<td>Project Planning and Staff Support</td>
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<td>Project Management</td>
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<td><strong>F. Total Appropriation(s)</strong></td>
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</table>
1. DEMO EXISTING SIDING DOWN TO SHEATHING
2. NEW EXTERIOR WALL: WALL TYPE C
3. (E) METAL ROOF TO REMAIN

GENERAL NOTES

NEW WINDOW
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NEW DOOR
EXISTING DOOR TO REMAIN
(E) METAL ROOF TO REMAIN
REMOVE AND REINSTALL (E) SERVICE PANELS
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3. NEW DOOR
4. EXISTING DOOR TO REMAIN
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7. NEW STAIR DECK AND RAILINGS, REUSE EXISTING DECK AND TREADS, SEE STRUCTURAL
8. NEW FUEL TANK
ADD NEW LAYER OF R-38 BATT INSULATION ON TOP OF EXISTING BATT INSULATION, MAINTAIN ATTIC VENTILATION.