

MEMORANDUM

To: Board of Regents

From: Board Office

Subject: Register of Iowa State University Capital Improvement Business Transactions for Period of December 17, 2003, Through January 14, 2004

Date: January 5, 2004

Recommended Actions:

1. Take the following actions for the **Carver Hall Renovation** project, a major capital project as defined by Board policy adopted in June 2003 (see pages 2 through 7).
 - a. Acknowledge receipt of the University's final submission of information to address the Board's capital project evaluation criteria (pages 5 through 7);
 - b. Accept the Board Office recommendation that the project meets the necessary criteria for Board consideration; and
 - c. Approve the program statement and schematic design with the understanding that this approval will constitute final Board approval and authorization to proceed with construction.
 2. Approve the remaining items on the Register of Capital Improvement Business Transactions for Iowa State University.
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Executive Summary:

Requested
Approvals

The following items are presented for Board approval:

Program statement and schematic design for the **Carver Hall Renovation** project which would renovate the space vacated by the College of Business to provide teaching, research and support areas for the Departments of English and Mathematics, as well as space for other University functions (see page 2).

- The schematic drawings are included with the Board's docket materials; the project budget of \$2 million was approved by the Board in December 2003.

Revised project budget (\$1,991,000) for the **2003 Institutional Roads—Union Drive/Knoll Road Intersection Reconstruction** project which would reconstruct and realign the intersection near the Gerdin Business Building; the revised budget would provide the necessary funds for award of the construction contract, additional construction testing, and utility relocation costs (see page 8).

Background and Analysis:

Carver Hall Renovation

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Permission to Proceed		May 2003	Approved
Initial Review and Consideration of Capital Project Evaluation Criteria Architectural Agreement—Pre-Design through Schematic Design Services (Architects Rudi Lee Dreyer and Associates, Ames, IA)	\$ 42,000	Oct. 2003	Received Report
Project Description and Total Budget	2,000,000	Dec. 2003	Approved
Final Review and Consideration of Capital Project Evaluation Criteria Program Statement		Jan. 2004	Requested
Schematic Design		Jan. 2004	Requested

Background	Carver Hall is a 132,000 gross square foot facility located south of Beardshear Hall in the central campus area. (A map indicating the location of the facility is included as Attachment A).
	The project would convert the areas vacated by the relocation of the College of Business to the Gerdin Business Building.
Project Scope	The project would remodel approximately 24,000 net assignable square feet for the departments and programs identified in the program statement, and remodel approximately 3,000 net square feet to restore general university classroom space which was previously converted to other uses by the College of Business.

Program
Statement

The renovation project would provide the following areas in Carver Hall:

- Office areas, computer room, and student help and testing rooms for the Department of Mathematics (to consolidate the Department in Carver Hall).
- Office areas for the Department of English.
- Laboratories and office areas for the Department of Psychology research program in aggression and violence in society.
- Office and storage areas for the Office of Precollegiate Programs for Talented and Gifted (OPPTAG).
- Office areas for the Program for Women in Science and Engineering, Ethnic Studies, Institute for Science and Society, and Center for Arts and Humanities.
- Shared support space (conference rooms and storage).
- Three General University classrooms.

Schematic
Design

The project would renovate portions of the ground, first and second floors, and the entire third floor of Carver Hall. The following are highlights of the schematic design:

Ground Floor

The majority of the functions for the Department of Psychology research program (laboratories and control rooms) would be located along the south wall, and the OPPTAG and shared storage areas would be located in the southeast corner.

First Floor

One of the three General University classrooms would be located in the northwest corner; the office areas for the Center for Arts and Humanities, and the Institute for Science and Society would be located near the south wall.

Second Floor

Two General University classrooms would be located along the north wall, office areas for Ethnic Studies would be located in the northeast corner, and office areas for the Program for Women in Science and Engineering would be located along the east wall.

The support space located immediately adjacent to Ethnic Studies and the Program for Women in Science and Engineering would provide a common reception and waiting area for the two programs, as well as shared conference areas for the building users.

Third Floor

The Department of Mathematics office areas would be located along the west wall and the western half of the north wall; the Mathematics computer room would be centrally located on this level, and student help and testing rooms would be located along the north-south corridor.

The Department of English office areas would be located in the eastern half of this level.

The office and laboratory space for the Department of Psychology research program, and the office areas for OPPTAG, would be located along the south wall in the western half of this level.

Square Footage
Table

The following table shows the square footage for the areas to be renovated in Carver Hall.

Detailed Building Program and Schematic Design

Academic Departments and Programs			
Mathematics	8,638		
English	7,926		
Psychology	2,120		
Women in Science and Engineering	1,852		
Ethnic Studies	1,336		
Office of Precollegiate Programs for Talented and Gifted (OPPTAG)	1,265		
Institute for Science and Society Center for Arts and Humanities	480		
	<u>415</u>	24,032 *	nsf
General University Classrooms		<u>3,045</u>	nsf
Total Net Assignable Space		<u>27,077</u>	nsf

* Includes a total of 740 nsf, prorated among the user groups, for the two shared support areas.

Evaluation Criteria Since the project meets the Board's definition of a major capital project, the University has provided the following information in response to the Board's evaluation criteria.

Institutional Mission/Strategic Plan The move of the College of Business to the Gerdin Business Building creates an opportunity to reallocate 27,000 NASF in Carver Hall. The Carver Hall reallocation, and the companion Pearson Hall reallocation, represent more than a year of careful and thorough planning with many departments in the College of Liberal Arts and Sciences. The plan clearly and accurately reflects the needs and priorities of the College in serving the needs of every undergraduate student because these departments provide many of the required courses. The reallocation proposals for Carver Hall are truly student-centered.

The following allocations within Carver Hall will enhance the availability of course work and access to faculty, or allow additional reallocations in other facilities:

Department and Area in NASF
Psychology- 2,120
Mathematics- 8,638
English- 7,926
Office of Precollegiate Programs for Talented and Gifted (OPPTAG)-
1,265
Ethnic Studies Program- 1,336
Program for Women in Science and Engineering- 1,852
Center for Arts and Humanities- 415
Institute for Science and Society- 480
General University Classrooms- 3,045

The university's strategic plan goal of learning will be enhanced by the additional space for many of these departments. English and Mathematics are departments that provide instruction for a very large number of students. Both access to faculty and the departmental efficiencies will be enhanced as faculty from several buildings will be consolidated in Carver Hall. The departments will be able to use some of the space for computer laboratories to enrich the classroom experiences for students.

Science and Society, the Program for Women in Science and Engineering, the Ethnic Studies Program, OPPTAG and the Center for Arts and Humanities are small departments that provide support for the Strategic Plan goal of learning through encouraging and supporting interdisciplinary collaboration. The reallocation of space to these programs will provide more space for each of the groups and increased visibility.

Psychology is one of the university's highly ranked departments and one the College wishes to strengthen. Space in Carver will be devoted to research in the areas of aggression and violence in society and will allow recruitment and retention of high quality faculty and graduate students.

General university classrooms will be created as a part of the project. The increasing class sizes of recent years will be more easily accommodated by the addition of larger classrooms designed to allow better student-to-student interaction during class sessions. These interactions have been cited as a major part of the plans to improve the student learning experience.

Other Alternatives
Explored

The move of the College of Business to the Gerdin Business Building creates an opportunity to reallocate the space in Carver Hall. This is a substantial amount of space (27,000 NASF) and its key location on central campus ensured that great care was exercised when evaluating the potential for solving a variety of space problems facing a variety of departments. Carver Hall is the most heavily scheduled student instructional facility on campus so the premise from the beginning was to expand support of student related activities.

The departments of English and Mathematics are by far the largest departments in terms of student contact hours and student credit hours so their needs are especially important to student learning. The growth that has occurred in these departments to meet student demand has meant that new computer laboratories and offices for faculty and graduate students are located wherever space could be found. Both departments occupy space in more than one building. The opportunity to consolidate some of the space for the departments in Carver will be especially helpful in meeting the needs of students in many of their first year classes.

The smaller units that will move to Carver Hall will be able to expand to meet their growing program needs. This will also create opportunities for the reallocation of their current space.

Impact on Other
Facilities and
Square Footage

English space will be released in Pearson by the move to Carver Hall and will be used to provide office and laboratory spaces for faculty in Theater that are now doubled-up in offices. This will allow student and faculty consultation to occur in private spaces that have not been available in the past. Laboratory programs in English have been using general computer labs so the availability of these special labs in Carver Hall will release time to students for individual study in general labs.

Mathematics will move their Math 10 Help function from the Office and Lab Building. This will allow the department to consolidate their activities to Carver Hall for increased efficiency and allow for easier student access.

Science and Society is located in temporary space in Ross Hall and the Ethnic Studies program is located in Catt Hall in cramped quarters. Release of the space in Catt Hall to the College of Liberal Arts and Sciences will be used to expand the Advising, Career Planning and Placement Services unit for the college.

Space released by the Program for Women in Science and Engineering in the Laboratory of Mechanics will be allocated to the ISU Research Foundation to respond to the department's growth in the Office of Intellectual Property and Technology Transfer.

The Center for Arts and Humanities is located in temporary administrative space in Beardshear Hall. This space will be released back to the department.

Pearson Hall space vacated by the Office of Precollegiate Programs for Talented and Gifted will be used by the department of Foreign Language and Literature to relieve crowded office conditions and to expand a teaching laboratory.

Financial
Resources for
Construction
Project

The total project cost is \$2,000,000, and funding sources are as follows: Income from Treasurer's Temporary Investments/University Funds- \$1,700,000 and State Capital Appropriation- \$300,000.

Financial
Resources for
Operations and
Maintenance

Operation and Maintenance funding is expected to be cost neutral. All of these spaces are currently being funded by the General Fund and no additions or deductions are anticipated.

External Forces

The compelling policy issue is to effectively use central campus space to support the university mission and goals through reallocation and remodeling of existing facilities as an alternative to new construction.

2003 Institutional Roads—Union Drive/Knoll Road Intersection Reconstruction

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$ 980,000	Sept. 2002	Approved
Engineering Agreement—Pre-Design Through Construction Phase Design Services (Kirkham Michael and Associates, Des Moines, IA)	122,833	Jan. 2003	Approved
Revised Project Budget	1,790,000	Sept. 2003	Approved
Revised Project Budget	1,991,000	Jan. 2004	Requested

Background The pavement at the intersection of Knoll Road and Union Drive, near the site of the Gerdin Business Building, has deteriorated beyond repair; construction traffic at the site accelerated the deterioration of the roadway.

The project will reconstruct and realign 600 linear feet of roadway at the intersection of Knoll Road and Union Drive, and shift the intersection to the south and west of its existing location to correct grade problems and provide an improved campus entrance drive.

The project is being administered by the Iowa Department of Transportation; the construction bids received in December 2003 exceeded the engineering estimate.

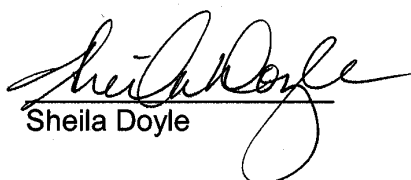
The University also reports that actual costs for construction testing services and utility relocations are higher than originally estimated.

Revised Budget The revised budget of \$1,991,000, an increase of \$201,000, would provide the necessary funds for award of the construction contract, and the additional construction testing and utility relocation costs.

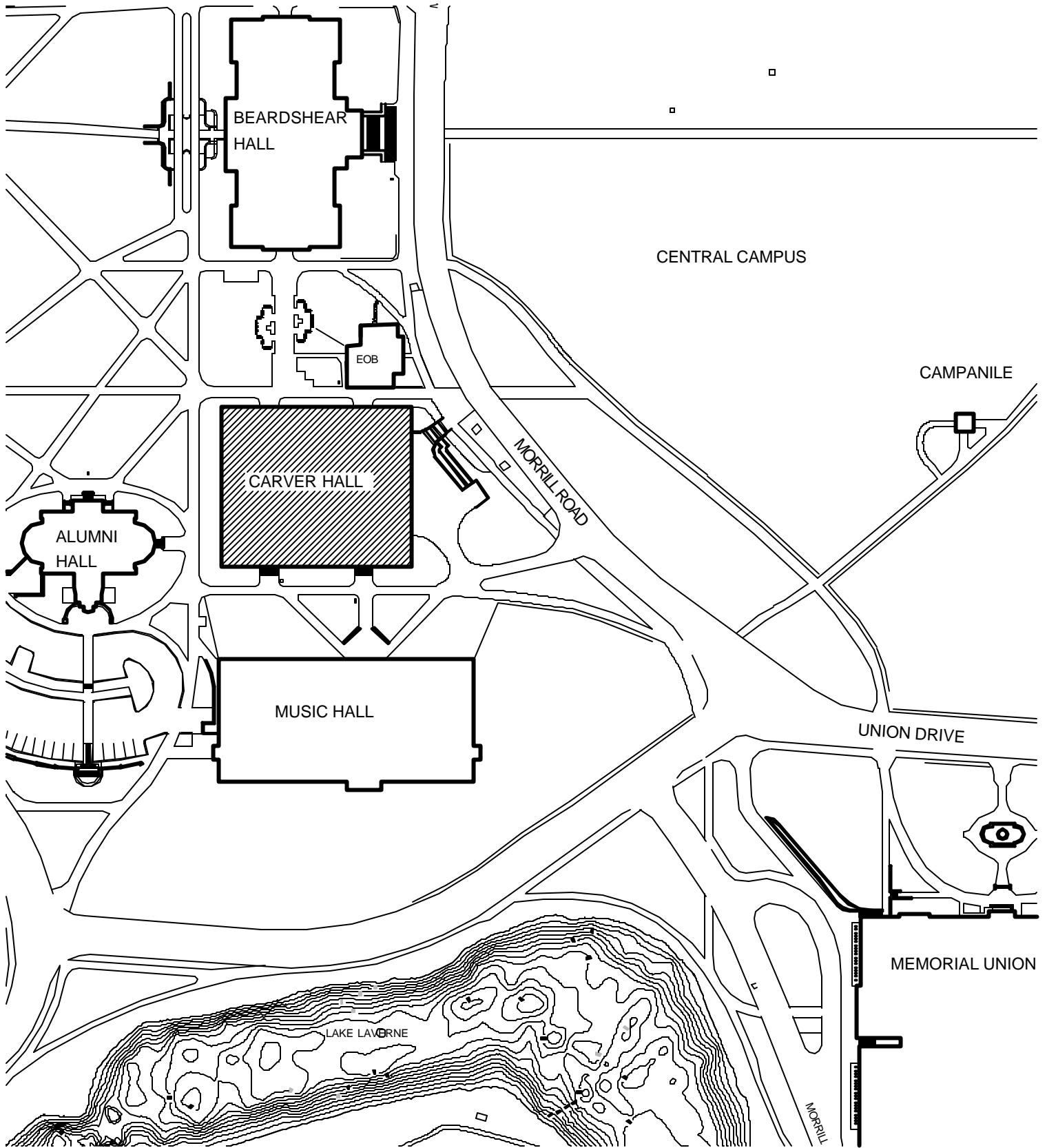
Project Budget

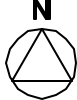
	Revised Budget <u>Sept. 2003</u>	Revised Budget <u>Jan. 2004</u>
Construction Costs	\$ 1,435,800	\$ 1,629,600
Professional Fees	269,200	276,400
Contingency	<u>85,000</u>	<u>85,000</u>
 TOTAL	 <u>\$ 1,790,000</u>	 <u>\$ 1,991,000</u>
 Source of Funds:		
Institutional Roads	\$ 1,790,000	\$ 1,891,000
Income from Treasurer's Temporary Investments, Building Repair Funds, and/or General University Funds	 <u>0</u>	 <u>100,000</u>
 TOTAL	 <u>\$ 1,790,000</u>	 <u>\$ 1,991,000</u>

Also presented for Board ratification are six project descriptions and budgets under \$250,000, one construction contract award, and the acceptance of three completed construction contracts. The register prepared by the University is included in the Regent Exhibit Book.


Sheila Doyle

Approved: 
Gregory S. Nichols



REVISIONS: 	<h2>Carver Hall Renovation</h2>	APPROVED BY:
COMPLETED:		CHECKED BY: Carver Hall
ISSUED:	FACILITIES PLANNING AND MANAGEMENT IOWA STATE UNIVERSITY	DESIGNED BY:
DATE: APRIL 23, 2003		SCALE: Not to scale
		REQUEST NO.
		SHEET NO. A101