



## FP&C Professional Management Services update Campus Working Group Meeting - May 2018

Below is a list of approved changes to the Professional Management Services (PMS) charged by Facilities Planning and Construction (FP&C), which will go into effect May 7, 2018.

As a reminder, these changes are needed, as the FP&C department is only +/- 50% funded by E&G funds from UCF – the remainder of our funding comes from PMS charges on minor and major projects.

### **1) INCREASE FEE PERCENTAGE ON ALL PROJECTS, FROM 2% TO 3%.**

- a. Example 1 – a \$100,000 project formerly would get charged \$2,000 – now it will be charged \$3,000
- b. Example 2 – a \$25,000 project formerly would get charged \$500 – now it will be charged \$750
- c. Example 3 – a \$500,000 project formerly charged \$10,000 – now it will be charged \$15,000

### **2) CHARGE A FLAT \$150 PROJECT STARTUP FEE**

- a. Formerly we charged \$150 for projects without an A/E, and \$500 for projects with an A/E
- b. Intent is to streamline intake process and take “guessing” out of the process
- c. All projects will require a valid account number with at least \$150 to move forward
- d. As before, \$150 will be credited to the full project cost, if the project moves forward into design or construction

### **3) PMS CHARGE - TIMING**

- a. Projects will be charged 3% total on projects
- b. The first 1% will be charged on the TOTAL ESTIMATED PROJECT COST at the DESIGN MPP phase
- c. The second 2% will be charged on the ACTUAL PROJECT COST at the CONSTRUCTION MPP phase
- d. This will NOT result in higher fees (over the 3%) for projects that reach full completion. However, this does require more fee up-front, where a high percentage of our FP&C work takes place.

### **4) COST ESTIMATES**

- a. Project Estimates will only cost \$150 (project startup fee), unless we need to engage a third party architect/engineer/contractor. FP&C estimates are our best “statement of probable cost” of a project given the scope that we know at the time, with pricing known at the time.