



UNIVERSITY OF CENTRAL FLORIDA

Creative School for Children 3

CSC-3, UCF Bldg. #0167

a safe and educational environment to provide opportunities for children to

Discover
Explore
Grow



Building Program

This program has been prepared in response to
Board of Governors regulation 14.004

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1.0 BUILDING PROGRAM

1.1 What is a Building Program?

Board of Governors (BOG) *Regulation* 14.004 Fixed Capital Outlay Legislative Budget Request Procedures states “The university is responsible for the preparation of a project’s **building program** as well as institutional capital improvement planning, which shall be consistent with the university’s strategic plan, campus master plan, and educational plant survey.”

Absent a prescribed format for Building Programs (BP), like that provided by the BOG for Campus Master Plans, UCF interprets the purpose of its Building Programs thus:

The intent of a Building Program is to define a project’s high-level objectives and campus impacts. The evaluations included in a Building Program assure that the proposed project aligns with the university’s strategic plan, campus master plan, and educational plant survey. The Building Program includes an overview of the project, evaluates the concurrency of utilities and services, touches on space utilization, and introduces the project budget.

Planning, Design and Construction will prepare the Building Program with input from subject matter experts. Before a proposed project can begin construction, it must be requested, recommended, and approved in the Building Program as indicated below.

Request

- By the Provost for all Academic and Student Support facilities
- By Deans or Vice Presidents, along with the Provost, if the project is for specific college(s) or student support unit(s)

Recommendation

- By the Vice President for Administrative Operations for non-academic facilities
- By the Athletic Director for athletics facilities

Approval

- By the President for all projects

1.2 UCF Project Requirements

UCF also follows an internal checklist of requirements for Capital Projects, as follows:

- The project is on the Campus Master Plan
- The project is on the Educational Plant Survey, if required¹
- The project is on the most recent Capital Improvement Plan (CIP)
- The project has Capital Outlay Budget Approval
- The project has BOT Individual Project Approval
- The project has a completed Certification of Funding Form
- The Project has gone back to the BOT for approval for a budget increase of 10% or more, if required

¹ Debt or bonded projects created solely for Auxiliary or Direct Service Organization use do not count against the University’s space need and do not need to be recommended on the EPS. CITF projects do not need to be recommended on the EPS.

1.3 Project Request, Recommendation, and Approval

REQUEST

I/We request that UCF proceed with the CREATIVE SCHOOL FOR CHILDREN 3 project; and confirm that the facility described in this building program was developed with consideration of the space, functional, and operational needs of the end users and occupants of the proposed facility.

Adrienne
Frame

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Frame
Date: 2025.06.20 17:09:08
-04'00'

Adrienne Frame, VP, Student Success and Well-Being

Chris
MacDonald

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MacDonald
Date: 2025.06.12 14:16:22
-04'00'

Chris MacDonald, Asst. VP Housing, Recreation & Wellness, and Childcare

su135746

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Date: 2025.06.12 14:08:21 -04'00'

Suzette Turner, Director, Creative School for Children

RECOMMENDATION

I recommend proceeding with the CREATIVE SCHOOL FOR CHILDREN 3 project, provided that any outstanding issues identified in the Building Program and Design Phase will be addressed prior to the start of construction of the project and as required by governing regulations or statutes.

Jon Varnell

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Varnell
Date: 2025.06.25
10:10:00 -04'00'

Jonathan Varnell, VP Administrative Operations and Chief Infrastructure Officer

APPROVAL

I have reviewed this Building Program for compatibility with the University's campus master plan, strategic plan, and educational plant survey. I approve proceeding with the CREATIVE SCHOOL FOR CHILDREN 3.

Alexander
Cartwright

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Alexander Cartwright
Date: 2025.06.27
14:25:48 -04'00'

Alexander Cartwright, President, University of Central Florida

2.0 PROJECT OVERVIEW

Project: CREATIVE SCHOOL FOR CHILDREN 3

Building Area: ~ 6,000 GSF

Budget: Total Project: \$6,349,900

2.1 Creative School Overview

For over 50 years, UCF's Creative School for Children (CSC) has provided a safe, secure, and happy place for the children of UCF students, faculty, staff, and the local community to discover, explore, grow, and develop to their own unique potential. Administration of the Creative School for Children is under Student Success and Well-Being's Assistant Vice President for Housing, for Recreation and Wellness, and Childcare.

In addition to serving children and their families, the CSC supports UCF's Early Childhood Development & Education BS and MS programs offered in the Teacher Education Department of UCF's College of Community Innovation and Education - providing an opportunity for UCF interns to receive experience and training in working with young children and an opportunity for faculty and graduate students to conduct educational research.

The CSC is accredited by the National Association for the Education of Young Children (NAEYC), and a new facility could be critical to maintaining this valued NAEYC accreditation.

When Creative School 1 (Building 0024) opened in 1976, UCF enrollment was under 10,000 students. The facility was expanded in 1981 when UCF enrollment was just over 13,000. In 2017, Building 0028 was added as Creative School 2. UCF enrollment is now over 70,000, making it the right time to expand the program and the facility to serve more of our "Littlest Knights."

2.3 History of CSC-1 and CSC-2

CSC-1 Building #0024 East (1976)

In October 1973, the Student Government of Florida Technological University drafted a bill to appropriate \$2,000 for a child day care center on campus. Within just a few months, the Edyth Bush Charitable Foundation offered an additional grant of \$60,000 for the construction of the center.

- Project Name: FTU Child Care Center
- Location: 28°35'49.2"N 81°11'51.3"W
- Architects: Lemon and Megginson Architects, Titusville, FL
- Designed: 1974, occupied 1976, expanded 1981

The FTU Child Care Center included an Indoor Play Area, an Arts & Crafts/Dining Room (now the infant and toddler classrooms), a small Kitchen and Pantry, a Control/Observation room, an Isolation room, and Restrooms for staff and children.

When FTU became UCF in 1978, the center was renamed the Creative School for Children.

In 1981, concurrent to the addition of *CSC-1 Bldg. #0024 (West Building)*, the East Building was enlarged with the addition of a lobby/reception area and one private office. The Control/Observation room was renovated into a second office. The Kitchen was nearly doubled in size by removing the Isolation Room and a Pantry. The restrooms have remained nearly unchanged for over 50 years.

CSC-1 Building. #0024 West (1981)

In 1981, UCF expanded the Creative School with the addition of separate heavy-timber and masonry West building. The 1976 and 1981 buildings are connected only by a covered walkway, and otherwise are freestanding buildings; both known as CSC-1, Bldg.# 0024.

The CSC-1 West building includes two (2) Classrooms, currently used for Voluntary Prekindergarten² aka VPK, a Library/Resource room, two Offices, and Single-user Restrooms (2 child and 1 adult).

- Project Name: Expansion - Creative School for Children

² The Florida Voluntary Prekindergarten Education Program, aka VPK, is a free program that prepares early learners for success in kindergarten and beyond.

- Location: West of the 1976 wing
- Architects: Architects Design Group of Florida, Winter Park, FL
- Designed: 1981 / Opened 1982

The CSC-3 Project Scope will include improvements to the CSC-1 West Building, see Section 5.0 Creative School Space Program for more detail.

CSC-2 Bldg. #0028

In 2017, the Creative School complex was expanded by the inclusion of the 1993 Early Childhood Education Center (Bldg. #0028). The name of Building #0028 was changed from “Early Childhood Center” to “Creative School 2” by the UCF Board of Trustees on May 18, 2017.

CSC-2 includes two Classrooms currently used for 2- and 3-year olds, each with a dedicated single-user Restroom, a large Library/Observation Room, three (3) Offices, a small Kitchen, an Adult Single-user Restroom, and a Laundry/Storage room created in 2023 by combining two storage rooms.

2.2 Alternatives Considered

Renovations

Prior Capital Improvement Plans (CIPs) have included major renovations and additions to the existing CSC complex.

New Building

The 2020 and 2025 Campus Master Plans showed the new CSC located at Central Florida Boulevard & Andromeda Loop South, across from the President’s home. This option has been superseded by Minor Amendment MA 2025-1, approved by the UCF Board of Trustees on April 17, 2025, which leaves the Creative School project in its current location.

3.0 BUILDING PROGRAM REQUIREMENTS

Board of Governors Regulation 14.004 *Fixed Capital Outlay Legislative Budget Request Procedures* states “The university is responsible for the preparation of a project’s building program as well as institutional capital improvement planning, which **shall be consistent with the university’s strategic plan, campus master plan, and educational plant survey.**”

3.1 Consistency with the Strategic Plan

The university’s 2022-2027 strategic plan, [*Unleashing Potential – Becoming the University for the Future*](#), was presented to and approved by the UCF Board of Trustees on May 26, 2022.

Central to the plan is the university’s mission statement that has been revised to reflect the purpose and character of the institution. The plan also describes the vision, aspirations, goals, metrics, and priorities over the next five years.

The goals and priority initiatives are organized by four priorities and are the most important next steps to move UCF towards a Top 50 ranking and a “preeminent” designation in Florida’s Preeminence Program, which is designed to elevate the academic and research excellence of the State’s highest-performing universities. UCF’s four Strategic Priorities are:

1. Student Achievement and Well-Being
2. Discovery and Exploration
3. Community and Culture
4. Innovation and Sustainability

The CREATIVE SCHOOL for CHILDREN 3 aligns with UCF’s Strategic Priorities.

Goal 1: STUDENT ACHIEVEMENT AND WELL-BEING

Metric 1: Accelerate undergraduate progression and graduation and reduce interferences that cause hardship or delay.

The project will support the needs of our student-parents and staff. A convenient, dynamic, and safe center, able to maintain national accreditation standards and engage academic and social needs, is a critical piece of UCF’s wellbeing plan.

- Allows student-parents to enroll, persist, and graduate.
- Affordable and quality childcare is a necessity for students to be successful and break the cycle of poverty
- Provides on-campus jobs and opportunities for students to complete class requirements and research
- Shows student body and university community that the Student Government is interested in supporting a wide variety of student support services some of which are assisting students who are in the greatest need and typically underrepresented

Goal 3: COMMUNITY AND CULTURE.

Metric 1: Become an employer of choice by recruiting, retaining, and developing the best talent and strengthening our culture of inclusion, collaboration, and engagement

- The project will support faculty and staff satisfaction by offering quality care for the children of UCF faculty and staff.

3.2 Consistency with the Educational Plant Survey (EPS)

The [UCF 2021-2026 Educational Plant Survey](#) is the current EPS. It was approved by the UCF Board of Trustees on April 22, 2021, and forwarded to the State University System of Florida Board of Governors for approval in June 2021

The CREATIVE SCHOOL FOR CHILDREN 3 was not survey-recommended in the current EPS. Because the CSC-3 is an auxiliary enterprise and not on UCF’s PECO request, it does not need to be added to the EPS.

3.3 Consistency with the Campus Master Plan (CMP)

The current 2025-35 Campus Master Plan was adopted by the UCF Board of Trustees on December 5, 2024. It included the construction of an all new CSC Complex on Central Florida Boulevard.

On April 17, 2025, the UCF Board of Trustees approved [MA 2025-1 to the 2025-35 Campus Master Plan](#), which stated:

The 2025-35 Campus Master Plan proposed a new site for the Creative School for Children on Central Florida Blvd. After further evaluating the CSC space and renovation needs, the goals of this project can be accomplished within the current \$6,349,900 CITF funding allocation already received if CSC remains at its current site. This enables nearly \$7.4M in future CITF distributions to be reallocated to other high-priority CITF projects.

As a reminder, the Board previously approved the CSC project on June 29, 2023, on the FY 2024- 25 Capital Improvement Plan (CIP) under the Capital Improvement Trust Fund (CITF) section, with a cost of \$14,000,000.

The same BOT approval included the razing of the East part of Building 0024.

In the event that the design phase establishes that remodeling Building 0024 would be best served by partial demolition of the oldest part of the building, this MA approval will also serve as BOT approval of a possible partial demolition.

Creative School projects were included most of UCF's Campus Master Plans:

1995-05 CMP: Capital Improvements List

Priority 36: Creative School Expansion. Project

Description: ... add several special education kindergarten classrooms.

Project Cost \$3,000,000 13,306 GSF / 8,871 NSF. Funding Source: Auxiliary

2000-10 CMP: Capital Improvements List (No map provided)

Priority 31: Creative School Expansion Project

Description: ...add special education kindergarten classrooms.

Project Cost \$1,500,000.00. 9,407GSF / 6,271 NSF. Funding Source: Auxiliary

2005-15 CMP: Capital Improvements List (No map provided)

Priority 45: Creative School Expansion Project

Project Cost not shown. 9,407GSF / 6,271NSF. Funding Source: Auxiliary

2015-25 CMP: Capital Projects List and Capital Projects Map

Map Key 92: Creative School for Children CITF \$6,000,000

2020-30 CMP: Schedule of Capital Projects 2020-30 (SCP) and Capital Projects Map

Map Key 30: Creative School for Children, New Building 18,000GSF Scope: "New Creative School to support 170 UCF families (increase of 40 families)."

2025-35 CMP: Schedule of Capital Projects 2025-35 (SCP) and Capital Projects Map

Map Key 4: Creative School for Children, New Building, 14,678GSF, Scope: "Replace Creative School for Children on new site (CITF \$17.0M, 2025-26 CIP)."

The CREATIVE SCHOOL FOR CHILDREN 3 will comply with Goals in the current Master Plan, including, but not limited to:

Element 1.0 FUTURE LAND USE

GOAL 1: Create developmental patterns that direct future growth to appropriate areas on campus; promote the educational mission of the University; protect environmentally-sensitive areas; and ensure compatibility with the community and host/affected local governments.

4.0 CAPITAL IMPROVEMENT PLANNING

4.1 Capital Project Planning Committee (CPPC)

The CPPC was formed in 2023 to comply with the 2020-30 Campus Master Plan, Element 10.0, Goal 1: “Provide implementation procedures for monitoring and updating the Campus Master Plan and prioritizing Capital Projects, by guiding University decision-making, responding appropriately to unforeseen or changing conditions, encouraging public involvement, and maintaining transparency.”

UCF established the CPPC with the primary purpose of prioritizing the capital project needs of the university and recommending funding strategies for priority projects.

Capital Projects are defined in the Appendix. A prioritization and approval process for capital projects is necessary to align physical assets with the strategic priorities of the university.

4.2 Five-Year Capital Improvement Plan (CIP)

The CSC has also been included in several Capital Improvement Plans:

- 2025-2030 CIP (BOT approved 6/25/24)
Creative School for Children - CITF \$17,000,000³ / Funding to date \$6,349,900 / FY25-26
410.650,100 / - 9,785 NASF/14,678 GSF
- 2024-2029 CIP
Creative School for Children - CITF \$14,000,000 / FY24-25 - 9,785 NASF/14,678 GSF
- 2019-2024 CIP
Creative School for Children \$6,000,000 - CITF (Rank 2)
Dining, Housing & Residence Life, and Creative School for Children Partnership Building - Non-State
Sources Including Debt \$101,000,000
- 2018-2023 CIP
Creative School for Children - CITF \$6,000,000 (Rank 2)
Creative School for Children - Non-State Sources, Including Debt \$6,000,000
- 2013-2018 CIP
Creative School for Children - CITF \$6,000,000 (Rank 3)
Creative School for Children - Non-State Sources, Including Debt \$1,500,000

4.3 Concurrency Review (Site, Transportation, Utilities, Service Evaluations)

Concurrency requires that public facilities and services needed to support development be available concurrent to the impact of that development.

- The only public facilities subject to statewide concurrency requirements are sanitary sewer, solid waste, drainage, and potable water (*Florida Statute 163.3180 Concurrency*).
- Orange County extends the concurrency requirement to include roads and mass transit, utilities (including water, wastewater, stormwater, solid waste), schools, and parks
- UCF extends the concurrency requirement to include chilled water, primary electric power, natural gas, and stormwater.

Site Evaluation

CSC-3 will be located on the existing site at the intersection of Gemini Boulevard & Libra Drive. Its construction will complicate but not prevent continuous operation of the Creative School during construction.

The exact location, footprint, and orientation of CSC-3, play areas, and parking will be determined during design.

³ The Total Project Cost for the CSC was still intended to be \$14,000,000, although the 2025-30 CIP approval was \$17,000,000.

Transportation Evaluation

- **Parking** The project will revisit traffic flow to facilitate drop-off and pick-up of children. Parents are required stop in temporary spaces and escort their children in and out of the CSC.

The site is served by two existing parking lots:
 - B10 serves CSC-1, Bldg. #0024
 - B11 serves CSC-2, Bldg. #0028
- **Transit** Two UCF shuttle routes pass the Creative School on Gemini Blvd. but there is no bus stop at CSC.
 - Knights Express stops at Physical Sciences Building/Lot C3
 - Pegasus Express stops at Physical Sciences Building and Libra Garage

Utilities Evaluation

- **Potable Water** Potable water is provided by the university's water treatment plant and is supplied to the campus via an underground piping system.

Reduced-pressure principal backflow preventers and meters are required on all water supplies to UCF buildings.

To maintain drinking water quality standards for water age retention, connection location shall be determined by UES.
- **Stormwater** UCF's main campus is made up of nine (9) permitted minor stormwater basins situated within four (4) major stormwater basins. Each basin has a limited stormwater runoff capacity threshold that is affected by the addition of impervious surfaces like parking lots, roads, buildings, and sidewalks.

Stormwater ponds collect runoff from built, impervious landscapes, allowing filtration of pollutants and sediment collected in the stormwater runoff to settle in the ponds before entering the natural environment. These stormwater processes protect the natural environment from the pollutants that are associated with landscape, roads, etc.; and protect the built environment from flood risk that is increased by the installation of impervious surfaces.

Stormwater ponds are built to be able to accept a certain volume of stormwater runoff. Once that volume is exceeded, an existing pond needs to be enlarged, or a new pond needs to be added to collect the excess volume of water.
 - The project site is located in Basin 4.
- **Power** Duke Energy Florida provides primary electrical service to UCF.
 - Feeder capacity is available.
- **Chilled Water** UCF has recently extended chilled water past the CSC site.
 - It is highly desirable to utilize chilled water to serve the CSC.
- **Natural Gas** TECO Peoples Gas provides natural gas service to UCF.
 - Natural gas should not be needed at the site.
- **Sanitary Sewer** UCF effluent runs to Iron Bridge Water Pollution Control Facility in Seminole County.
 - Sewer capacity is available.
- **Irrigation** The UCF irrigation system is supplied with reclaimed water from the Iron Bridge Water Treatment Facility in Seminole County.
- **Telecom** UCF has extensive and robust enterprise data and voice networks that service all current and future buildings at all campus locations. Enterprise systems connect through extensive underground IT utility corridors (duct banks) via fiber to advanced and strategic nodes that house core IT equipment.
 - UCF PDC and IT will ensure university standards are implemented within each project scope, regardless of size and/or complexity. Enterprise IT services include, but are not limited to: Network (wired and wireless), Unified communications, Distributed Antenna Systems, underground utilities, CATV, etc.

Services Evaluation

- Police Protection The UCF Police Department (UCFPD) provides 24-hour service, seven days a week. <https://police.ucf.edu>
- Fire Protection The UCFPD coordinates all fire emergency responses via the 911 network.
 - The Orange County/Seminole County Fire/Rescue Station 65 is located at the intersection of Ken Dixon Way (formerly N. Orion Blvd.) and McCulloch Road.
- House-keeping & Recycling UCF Housekeeping and Recycling Services provides cleaning and recycling services for the CSC complex. <https://fo.ucf.edu/housekeeping-and-recycling/>

5.0 CREATIVE SCHOOL SPACE PROGRAM

The Creative School for Children complex will be made up of three separate buildings connected by a Piazza and covered walkways. Each of the CSC buildings will have its own secure gated entrance where parents will drop off and pick up their children from a small play area.

5.1 CSC-1 (Building #0024)

The CREATIVE SCHOOL for CHILDREN 3 building project will raze the old (1976) portion of CSC-1 (Bldg.#0024) and replace it with CSC-3 (Bldg.#0167).

- Razing a portion of the building was approved by the UCF Board of Trustees on April 17, 2025 as part of Minor Amendment MA 2025-1 to the 2025-35 Campus Master Plan - see 3.3 Consistency with the Campus Master Plan.
- SUS Board of Governors approval under [BOG Regulation 9.004 Razing of Buildings](#) is not required, as the entire Bldg.#0024 is valued at less than \$1,000,000 (Total Insured Value: \$864,196, Appraised Replacement Cost: \$956,400)

The 1981 portion of CSC-1 (Bldg.#0024) will be remodeled and renovated to continue serving VPK.

- Children's toilets will be added, following "sight and sound" licensing regulations. One child-size water closet should be ADA-compliant (wheelchair accessible). One school-age child's toilet will remain.
- An adult ADA-compliant restroom will be added or existing restrooms modified to provide such.

5.2 CSC-2 (Building #0028)

The existing CSC-2 building will be repurposed for Infants and Toddlers before the onset of construction of CSC-3. Some remodeling will be required and will be completed outside of this project. The CSC Director's office will relocate to CSC-2.

5.3 CSC-3 (Building #0167)

The new CREATIVE SCHOOL for CHILDREN 3 building will demonstrate the Reggio Emilia approach to early childhood education currently followed by the Creative School for Children. Reggio Emilia is a renowned educational philosophy, originating in the city of Reggio Emilia, Italy, which emphasizes the child's role as a competent and curious learner.

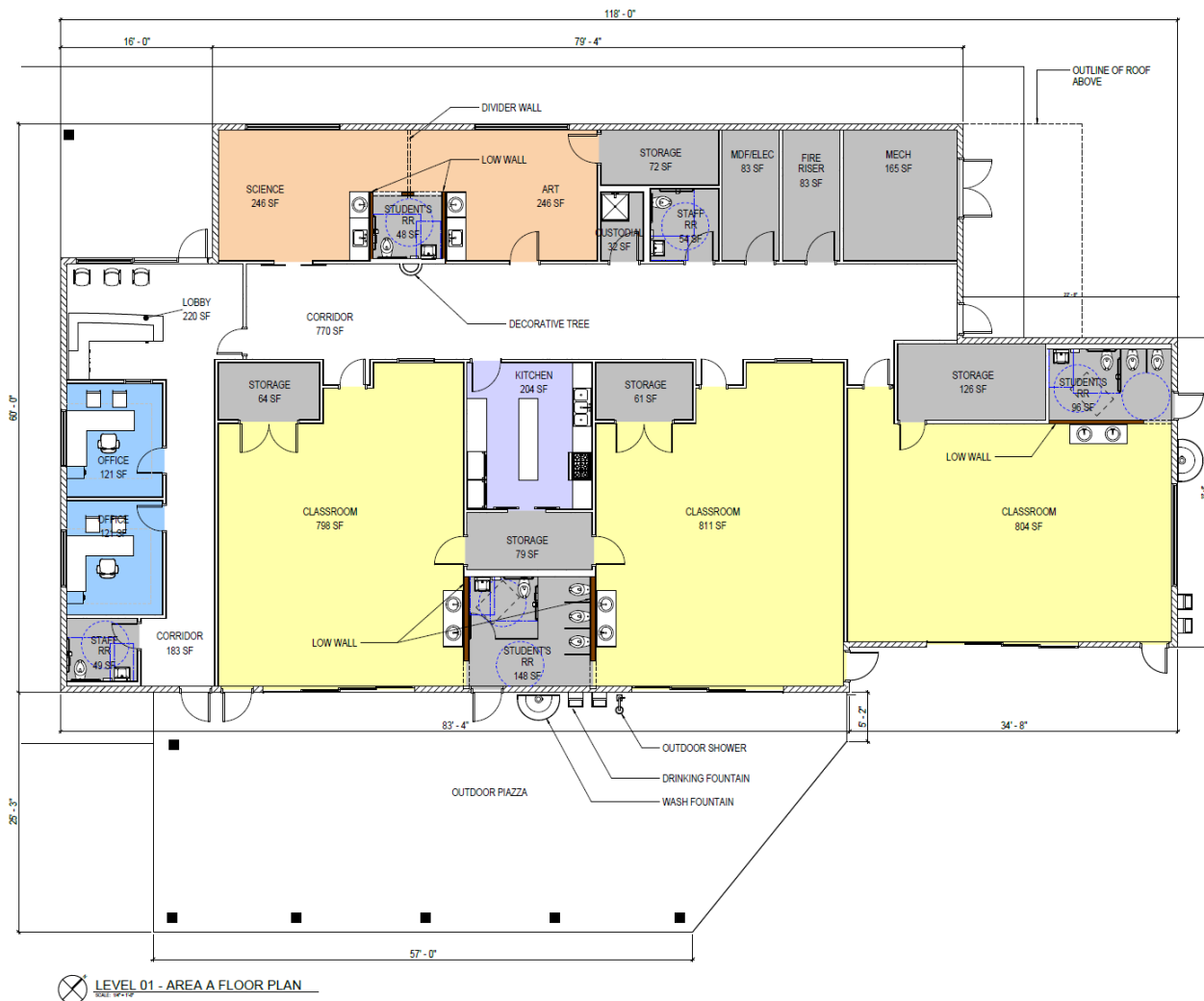
Summary of Required Spaces (SRS)

- Reggio-inspired Spaces:
 - **"La Piazza"** or town square: A deep arcade will transition from the 3-year-old classrooms to the playgrounds. This covered outdoor gathering space will be furnished for learning and play.
 - A smaller interior Piazza will serve for rainy-day play, the library, and primary circulation space.
 - **"La Cucina"** or kitchen: a new Central Kitchen for CSC complex will include the needed facilities for preparing meals and snacks and a child-sized food prep station.
 - **"Les Ateliers"** or studios: The two Ateliers will be adjoining and combinable. A children's toilet will directly serve the Ateliers, following "sight and sound" licensing regulations.
 - Art Atelier: tables and chairs, easels, art supplies storage, and a sink.
 - Science Atelier: tables and chairs, science supplies storage, and a sink.
- Classrooms: Three (3) new classrooms.
 - Two 3-year old classrooms will open south to the outdoor Piazza, where an age-appropriate playground currently exists
 - One 2-year old classroom will open to the east where an age-appropriate playground currently exists.
- Office Space
 - Lobby, with reception desk and waiting area for 3 visitors
 - Staff Offices (2)

- Storage
 - Storage rooms will serve the Classrooms, Ateliers, and Kitchen
- Restrooms:
 - Children's "gang" toilets will also be accessed from outdoors.
 - The two 3-year old classrooms will share a restroom between them
 - The 2-year old classroom will have its own restroom
 - Adult toilets (2) will serve the facility. One will be located within the indoor Piazza and one in close proximity to the outdoor Piazza.

Conceptual Design

UCF has engaged [DLR Group](#) to plan the new Creative School 3. After several reprogramming meetings, the following conceptual plan has been conceived, with which UCF will move forward into Schematic Design.



Creative School for Children 3 (Bldg.# 0167) Conceptual Floor Plan (6/13/25)

6.0 SPACE UTILIZATION

6.1 State Space Criteria

State criteria is available to guide space planning of Florida childcare facilities⁴

- Florida Statutes 402.302 Definitions.
"Child care facility" includes any child care center or child care arrangement which provides child care for more than five children unrelated to the operator and which receives a payment, fee, or grant for any of the children receiving care, wherever operated, and whether or not operated for profit.
- 402.305 Licensing standards; child care facilities.
- 402.26 Child care; legislative intent.
- "Child Care Facility Handbook - October 2021", published by the Florida Department of Children and Families. www.myflfamilies.com/sites/default/files/2022-12/FacilityHandbook_0.pdf
- "State Requirements for Educational Facilities (SREF)," published by the Florida Department of Education, does not apply to this facility; it addresses childcare only on board-owned property.⁵

6.2 University Space Criteria

The CREATIVE SCHOOL FOR CHILDREN 3 will be compatible with UCF Space Criteria for office space, except as stated herein.

- Because the Creative School will be reusing most of their existing daycare and office furniture, offices spaces will be properly sized to support this reuse.

6.3 Space to be Released

Upon completion of the CREATIVE SCHOOL FOR CHILDREN 3, Student Success, and Well Being (SSWB) will not be required to release any space to the University for reassignment.

⁴ The Florida Statutes use the term "child care," rather than the more widely recognized "childcare."

⁵ See SREF Section 5, pg. 71. Board is defined as a district school board or a Florida college board of trustees. Board does not include the State Board of Education, the Board of Governors, boards of trustees for universities, the board of trustees for the Florida School for the Deaf and the Blind or foundations."

7.0 PROJECT BUDGET

7.1 Funding Sources

Funding sources being considered for this project include:

- Capital Improvement Trust Fund - CITF Funds have been allocated
- Auxiliary funding - Some concurrent minor projects will be funded from Creative School Auxiliary funding

Capital Improvement Trust Fund (CITF)

Capital Improvement Trust Fund Fee (CITF) - Funded by student fees to support student related projects. Funds are collected by the university and transmitted to the State to pay for debt service. Remaining funds are returned to university after receiving legislative authorization. A portion of the fee may be used for university childcare centers.

The CITF project list is developed by a committee that includes active representative participation by the student body. The projects recommended by this committee are then included on the University's annual Capital Improvement Plan (CIP).

7.2 Total Project Budget

The total project budget for CSC3 is \$6,349,900.

HARD COSTS:				SOFT COSTS:					
new building	6,000 gsf	\$650 gsf	\$3,900,000	design		\$400,000			
renovation	2,000 gsf	\$400 gsf	\$800,000	permitting		\$49,900			
demo	0 gsf	\$80 gsf	\$0	estimating		\$60,000			
playground			\$50,000	FF&E		\$230,000			
parking / road			\$150,000	moving		\$0			
landscape / hardscape			\$100,000	owner IT		\$260,000			
temp classroom rental			\$0	owner contingency		\$350,000			
			SUBTOTAL: \$5,000,000				SUBTOTAL: \$1,349,900	TOTAL: \$6,349,900	

7.3 Plant Operations and Maintenance (PO&M)

In 1993, the State University System of Florida developed a space/facilities operating funding model (PO&M formula) that was used by the Governor and Legislature to appropriate operating resources for new space/facilities; however, the state has not appropriated PO&M funding for new facilities for several years.

Since CSC-1 (Bldg. 0024) opened in 1976, funding for PO&M is built into a larger formula for all UCF buildings built before 1988. Buildings built prior to 1988 received full PO&M based on the entire building, not just E&G spaces; after 1988 only E&G/C&G spaces were funded.

The amount of annual PO&M that Creative School 1 (Bldg.#0024) receives is \$30,063. Should additional annual PO&M funding be needed to maintain the building, it will need to be provided by the Creative School.

Creative School 2 (Bldg. 0028) does not receive PO&M, as its PO&M moved to Scholarship House Bldg. 0402.

Reserve for Deferred Maintenance

Florida Statutes 1001.706(12)(c)1 required the Florida Board of Governors (BOG) to develop guidelines for university boards of trustees relating to the use, maintenance, protection, and control of university-owned or university-controlled buildings and grounds.

The BOG developed [BOG 14.002 Reserves for New Construction](#), in response:

- (1) To enhance the requirements in Section 1001.706(12)(c), Florida Statutes, for any new construction of a free-standing/stand-alone Education & General (E&G) Facility, funded in whole or in part with State appropriations, the university must institute a plan to reserve funds in an escrow

account, specific to the project, into which shall be deposited each year an amount of funds equal to two percent (2.0%) of the total value of the building.

(2) For the purpose of establishing annual reserve contribution, the building value should be based on total construction cost or insurable value upon construction completion, whichever is greater.

The Creative School for Children is not an E&G Facility, therefore no Reserve is required.

APPENDIX

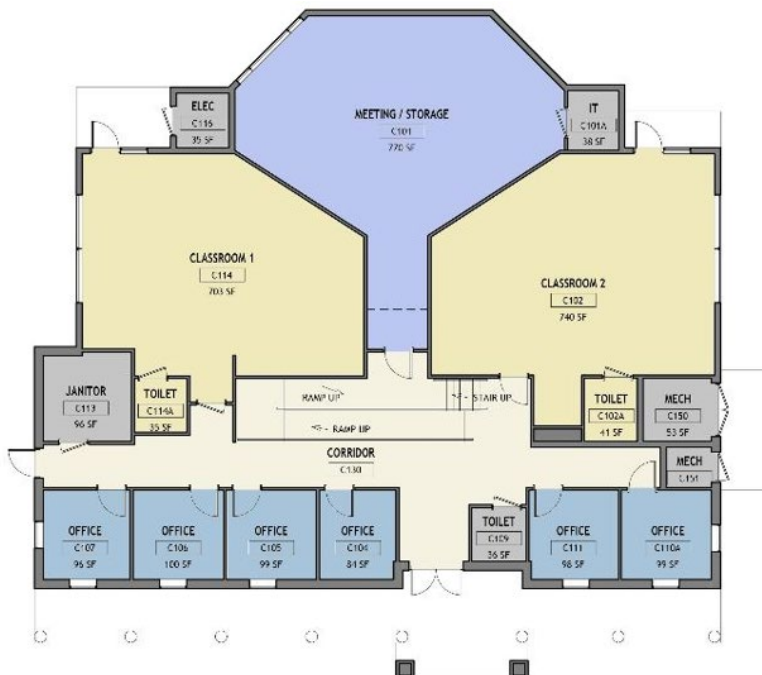
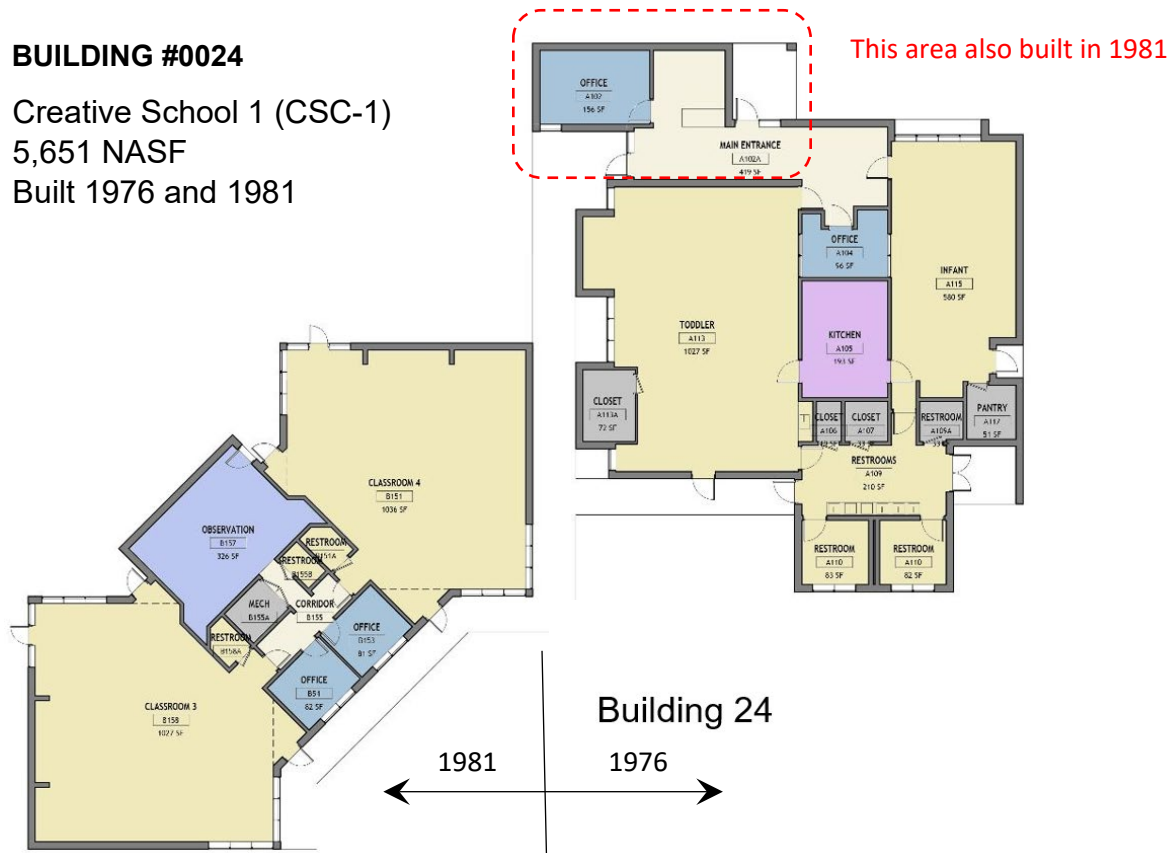
Appendix A - Current CSC Site Plan



Appendix B - Current CSC Floor Plans (Bldgs. 0024 and 0028)

BUILDING #0024

Creative School 1 (CSC-1)
5,651 NASF
Built 1976 and 1981



BUILDING #0028

Creative School 2 (CSC-2)
3,446 NASF
Built 1991