



UNIVERSITY OF CENTRAL FLORIDA

John C. Hitt Library Expansion and Renovation

UCF Project #563

- **Phase 1 - ARC**
- **Phase 1A-1B - Connector Addition/Renovation**
- **Phase 2A-2E - Library Renovation**

Building Program

This program has been prepared in response to Board of Governors regulation 14.0025 and UCF requirements for Capital Projects

Prepared by UCF FACILITIES PLANNING & CONSTRUCTION

- Submitted for review May 2019
- Resubmitted for review December 2019
- Submitted for signatures April 10, 2020
- Revised and Resubmitted for signatures August 19, 2020 (revisions are footnoted)

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BUILDING PROGRAM CONTRIBUTORS AND REVIEWERS

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Chapter 2.0 Project Overview

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Chapter 4.0 History of Approvals and Next Steps

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Chapter 11.0 Building Codes

Roy Johnston, *UCF Building Code Official*

Bill Martin, *Director of FP&C*

REVIEWERS¹

The Building Program for the John C. Hitt Library Expansion and Renovation was submitted to the following reviewers in May 2019. Their remarks or corrections, if provided, were incorporated into the document.

- Frank Allen, *Interim Director of Libraries*
- Barry Baker, *Retired Director, UCF Libraries*
- Elizabeth Dooley, *Former Provost and Vice President of Academic Affairs*
- Maribeth Ehasz, *Vice President, Student Development & Enrollment Services*
- Joel Hartman, *Retired Vice President Information Technologies & Resources and CIO*
- Bill Martin, *Director of Facilities Planning & Construction (FP&C)*
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- Misty Shepard, *Interim Vice President, Administration & Finance*
- Duane Siemen, *Interim Assoc. Vice President, Administration & Finance (F&S)*

¹ August 2020 Revision – Contributors and Reviewers titles have been updated or noted “retired” or “former”

PROJECT REQUEST, RECOMMENDATION, AND APPROVAL

REQUEST²

The UCF Libraries request that UCF proceed with the John C. Hitt Library Expansion and Renovation; and confirm that the facility described in this building program was developed in conjunction with the space, functional, and operational needs of the end users and occupants of the proposed facility.

Frank Allen, *Interim Director of Libraries*

RECOMMENDATION

I recommend proceeding with the John C. Hitt Library Expansion and Renovation, provided that any outstanding issues identified in the Building Program will be addressed prior to the start of construction of the project phases and as required by governing regulations or statutes; including, but not limited to: concurrency issues, permit issues, procedural steps remaining to be taken, funding issues to be resolved, and code issues to be resolved.

Misty Shepherd, *Interim VP and COO*

UCF students support the use of Capital Improvement Trust Funds (CITF) for the John C. Hitt Library Expansion and Renovation.

Dr. Maribeth Ehasz, *VP for Student Development & Enrollment Services*

UCF Academic Affairs supports proceeding with the John C. Hitt Library Expansion and Renovation, as it serves a critical academic need.

Dr. Michael Johnson, *Interim Provost and VP*

APPROVAL

I have reviewed this Building Program for compatibility with University's approved strategic plan, campus master plan, educational plant survey, and with space utilization criteria as required by Board of Governors regulation 14.0025. I approve the John C. Hitt Library Expansion and Renovation.

Alexander Cartwright
President of the University of Central Florida

² August 2020 Revision – Change requester to end-user. Original requester, Joel Hartman, retired June 30, 2020.

1.0 BUILDING PROGRAM

Chapter 1 provides general information about the building program.

The intent of a building program is to define a project's high-level objectives and campus impacts. Below are requirements of the building program and the project process, as defined by the Board of Governors and UCF requirements.

Board of Governors Requirements

A building program is required by Board of Governors regulation 14.0025 Action Required Prior to Fixed Capital Outlay Budget Request. The current version of BOG 14.0025 was approved on November 21, 2013, and establishes a few specific parameters for building programs:

- The university is responsible for the preparation of the *building program*
- The *program* shall be consistent with the university strategic plan, academic and facilities master plan, and shall include the project budget and the building codes applicable to the project
- The university president shall have the responsibility for *building program* review and approval to assure compatibility with the institution's approved strategic plan, master plan, educational plant survey, and with space utilization criteria
- Projects funded by Capital Improvement Fees shall be approved by the university president after consultation with the student government association
- *Building programs* approved by the university president, and budgets approved by the university board of trustees shall serve as the basic planning documents for development of plans and specifications for construction

UCF Requirements

In addition to Board of Governors requirements, UCF follows an internal checklist of requirements for Capital Projects, from which these actions apply to this project:

The project is on the Campus Master Plan	See Chapter 8.0
The project is on the Educational Plant Survey, if required	See Chapter 5.0
The project is on the Capital Improvement Plan (CIP)	See Chapter 4.0
The project has Capital Outlay Budget Approval	See Chapter 4.0
The project has BOT Individual Project Approval	See Chapter 4.0
The project has a completed Certification of Funding Form	See Chapter 4.0
The Project has gone back to the BOT for approval for a Budget increase of 10% or more, if required	See Chapter 4.0

2.0 PROJECT OVERVIEW

Chapter 2 provides general information about the project.

Project Description

The Library Expansion project's overall goals are to:

- Add space to the library to create additional student study space, multipurpose space, and other spaces that support library programs
- Remove a majority of the existing book stacks, renovating this space to create additional student study areas (thus the creation of the Automatic Retrieval Center to provide book storage capacity)
- Renovate existing library spaces in order to create operational efficiencies and refresh public space
- Create a second entry/exit to provide more direct access to the core of campus, and to provide more egress capacity to allow for increased library occupancy
- Update the finishes of the library to a contemporary 21st Century environment
- Upgrade existing building systems (electrical, HVAC, fire alarm, boilers, etc.) that are nearing the end of their life
- Correct existing code deficiencies (stair guardrails, ADA compliance, lack of sprinklers, etc.)

FP&C Project: Project #563 – John C. Hitt Library Renovation/Expansion

Related Projects: MP# 14002009 Stair guardrail and flooring replacement

Building Area:³ Gross Square Feet (GSF)

Library (Existing)	203,458
Library (New Connector)	47,824
LIBRARY TOTAL GSF	251,282
ARC	19,419
ARC TOTAL GSF	19,419

Project Phases

Due to the size of the project and the limited amount of annual CITF distributions, the project must be executed using a phased approach. A general description of the project phases is shown here:

- Phase 1 – Automatic Retrieval Center (ARC) Building 2A
 - The ARC - Stand-alone Automated Retrieval Center system building (an open three-story volume) which will be able to store up to an estimated 690,000 volumes of library material. This will allow immediate ingest of this material, in order to free up existing library space for future renovations.
 - Shell space – A reading room over the ARC will be built out in Phase 1A of the project.

³ August 2020 Revision – 4/22/2020 email from Christy Miranda, Space Administration - Provided corrected GSF quantities from Turner as-built drawings. Assignable Space (NASF) has not been validated by Space Administration, therefore is not included here.

- Exterior bridge to connect the existing library to the new ARC – this is a temporary feature and can be removed after the completion of Phase 1A.
- Distributed Antenna System on the roof of the ARC building – centrally located within the UCF campus to provide improved cellular coverage in the core of campus (funded with additional Auxiliary funds)
- Existing library fifth floor study space renovation – removal of existing stacks and renovation of space to create a quiet study space for students
- Electrical switchgear replacement in the library's main electrical room (funded with additional PO&M funds)
- Code required upgrades (funded with additional PO&M funds)
 - Replacement of original building egress stair guardrails with new guardrails that meet current code requirements
 - Addition of sprinklers to the second, third, fourth, and fifth floors of the existing library building
 - Upgrade of select restrooms on all floors of the existing library for ADA compliance
- Phase 1A – Connector - an addition to Building # 2
 - Infill building between the ARC and the existing library, to connect the two structures and provide additional library space. Provide new entrance.
 - New space includes a large multipurpose room, private study spaces, group study spaces, open study spaces, circulation desk, support space, instruction rooms, group study rooms, exhibit gallery, and special collections
 - Four story circulation stair and three additional elevators
 - Build-out of the fourth floor reading room, above the ARC, for additional quiet study space for students
- Phase 1B – Exterior
 - Landscape/Hardscape/Irrigation of the exterior area between the Library Expansion, the JT Washington Center, and the Student Union
- Phase 2A.1 – Interior renovation
 - Third floor renovation, including the renovation of large amounts of student space
 - Second floor cosmetic renovation (flooring and paint only)
 - Boiler replacement for the entire building, and AHU replacement for level 3
- Phase 2A.2 – ARC aisle completion
 - Complete the ARC system, bringing the total capacity of the ARC to approximately 1,250,000 volumes of library material
- Phase 2B – Interior Renovation
 - Second floor renovation, including the renovation of large amounts of student space and the café renovation
 - Second floor mezzanine removal and renovation
 - AHU replacement/relocation for level 2 (funded with additional PO&M funds)

- First floor renovation under mezzanine
- Phase 2C – Interior Renovation
 - First floor complete renovation
 - AHU replacement/relocation for level 1 (funded with additional PO&M funds)
- Phase 2D – Interior Renovation
 - Fourth floor complete renovation
 - AHU replacement for level 4 (funded with additional PO&M funds)
- Phase 2E – Interior Renovation
 - Fifth floor complete renovation
 - AHU replacement for level 5 (funded with additional PO&M funds)

Building Occupants

The facility will house the following Departments and Units:

Library Administration

Responsible for the oversight and administration of all Libraries services, staff, finances, human resources, and receiving

Circulation Services

Circulation Services supports the academic needs of the UCF community by providing access to print and reserve materials, group study rooms, and other library resources

Special Collections & University Archives

Responsible for housing materials which are considered rare or of special interest to researchers, the University and the Central Florida communities

Curriculum Materials Center

Provides materials that are typically found in K-12 school settings and services to the College of Education and Human Performance, the UCF campus, & surrounding communities

Scholarly Communication

Provides information and assistance on all aspects of scholarly publishing

Research & Information Services

Provides research support to students and faculty to help them achieve their educational and academic goals

- Ask Us
- Government Documents
- Research & Information Desk.

Information Technology & Digital Initiatives

Provides technology planning & management; technology lending services, hardware & software support; leadership in digital scholarship; digital collection & repository management; & digital production services

Cataloging Services

Responsible for the creation and maintenance of metadata for materials in the Libraries

Interlibrary Loan & Document Delivery Services

Processes requests for books, articles and other materials not available at the UCF Libraries, and lends materials to other institutions

Acquisitions and Collection Services

Responsible for development of library resources and materials and facilitates the delivery of these resources to users of the library

Student Learning & Engagement

Plans, coordinates, and implements instruction and outreach for the UCF Libraries

Academic partner

UCF Student Academic Resource Center⁴ - SARC@WritingCenter

UCF IT⁵

Alternatives Considered

As the existing library is landlocked, limited options were available for library material storage which would free up significant amounts of area for renovated study space.

- An August 2011 Space Program showed several versions of on-site archival storage including compact shelving, high-bay storage (a.k.a. the Harvard Model), and standard shelving.
- Offsite storage was considered instead of the ARC facility, but had two significant disadvantages 1) cost to rent storage space, and 2) storing materials remotely extends retrieval time and increases staffing.

After significant research of other university solutions, the ARC was determined to be the most efficient and economical long-term solution to material storage needs.

⁴ SARC is primarily located in Trevor Colbourn Hall Room 117

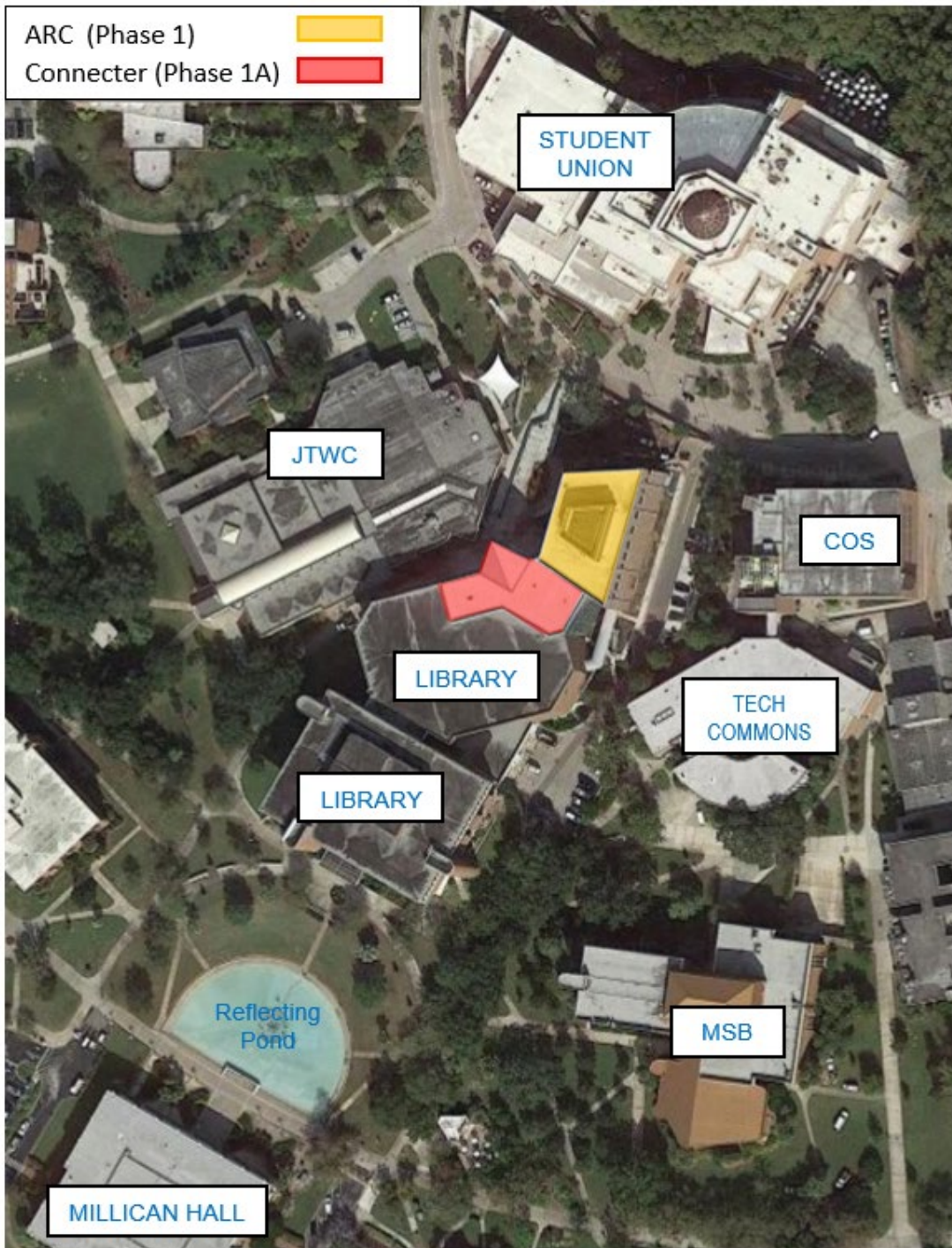
⁵ August 2020 Revision – 4/22/2020 email from Christy Miranda - UCF IT is also an occupant of the Library.

3.0 SITE AND UTILITIES

Chapter 3 provides specific information about the project site and utilities.

Proposed Site

The Library Expansion requires additional new construction area on the campus to create the ARC building (Phase 1) and Connector (Phase 1A). As the library itself is “land locked”, with the Reflecting Pond to the southwest, and buildings to the northwest and southeast, the only available area for expansion is to the northeast (toward the Student Union).



Roads, Transportation, and Parking

Road access to the library is limited to the service road which serves the core of campus.

As part of Library Expansion Phase 1 (ARC), ten handicap (ADA) parking spots were displaced. These spaces will be relocated – two near the Student Union loading dock, two at the Library loading dock, and six will be across from their original location and adjacent to the College of Sciences building.

The nearest parking garages and lots are:

- Garage I (west) - 1,273 spaces
- Garage H (northwest) - 1,340 spaces
- Garage C (east) - 1,852 spaces
- Faculty parking lot B1 west of Millican Hall -102 spaces
- Faculty parking lot B2 east of Millican Hall - 121 spaces
- Staff parking Lot B3 southwest of Millican Hall - 198 spaces
- Student parking Lot B4 southeast of Millican Hall - 192 spaces

Utility Providers⁶

Power:	Duke Energy Florida provides primary electrical service – (Feeder capacity is available).
Cooling:	General comfort cooling will be distributed to the project by the university’s district chilled water loop (Generation capacity is available)
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 principle backflow preventers and meters are required on all water supplies to UCF buildings. (Consumptive Use Permit capacity is available)
Irrigation:	The irrigation system is supplied with reclaimed water from the Iron Bridge Water Treatment Facility in Seminole County (Capacity is available)
Sanitary Sewer:	Effluent runs to Iron Bridge Water Pollution Control Facility in Seminole County. (Permit capacity is available)
Storm Water:	This project site drains to 4-F basin. (Permit capacity is available)
Telecommunications:	UCF IT/Telecom
Cable TV:	Spectrum/UCF IT
Natural Gas:	TECO People’s Gas

⁶ Each university and third-party commodity provided to the project shall be metered with a utility-grade revenue meter approved by the UCF Department of Utilities and Energy Services and the utility provider. The project budget must cover all costs associated with utility interconnection to include system development and expansion.

Service Providers

- Police Protection: The UCF Police Department provides 24-hour service, seven days a week.
- Fire Protection: The campus police coordinate all fire emergency responses via the '911' network. Orange County Fire Station 65 (FS65, building 351) is less than a mile from the site.
- Trash Removal: The Library will utilize dumpsters in the existing Loading Dock east of the older part of the building. Housekeeping and Recycling Services provides trash and recycling services.

4.0 HISTORY, APPROVALS, AND NEXT STEPS

Chapter 4 provides a history of the approvals for the project, and the next steps to be taken.

Early Project History

- March 31, 2005 Board of Trustees Meeting - Report on the Library Expansion Project
“Joel Hartman, Vice Provost for Information Technologies & Resources, has been working with the architectural firm of Holzman Moss Architecture of New York on plans to expand the UCF Library above the existing John T. Washington Center bookstore and retail area. The expansion would connect the library and Washington Center buildings and add a new entrance in that area. The expansion would add 164,600 sq. ft. and nearly double the number of seats in the library from 1,713 to 3,272. The expansion will enable the library to increase its collection from about 1.1 million volumes in 2003 to a projected 2.3 million volumes in 2019. Construction could begin in Summer 2006 and is expected to cost about \$82.8 million.”
- See [Chapter 9 Space Criteria](#) regarding library space programs created in 2003 and 2011

Campus Master Plan Actions

See [Chapter 8.0 Campus Master Plan](#) - the Library projects were included on five Campus Master Plan Updates from 2000 to 2020.⁷

Five-year Capital Improvement Plan (CIP) Actions

Prior to October 26, 2017, capital improvement projects were submitted to the Board of Trustees annually through the Five-year Capital Improvement Plan and the Capital Outlay Budget.

The following is a list of the Five-year Capital Improvement Plans that included this project, and the dates they were approved by the Board of Trustees.

- 2021 CIP – BOT approved June 18, 2020⁸
 - John C. Hitt Library Renovation Phase II CITF \$ 12,603,396 in YR #1 (2021-22)
- 2020 CIP – BOT approved July 18, 2019
 - John C. Hitt Library Renovation Phase II CITF \$ 24,228,756 in YR #1 (2020-21)
- 2019 CIP – BOT approved July 19, 2018
 - John C. Hitt Library Renovation Phase II CITF \$33,566,573
- 2018 CIP – BOT approved July 20, 2017
 - John C. Hitt Library Renovation Phase II CITF \$41,268,246
 - John C. Hitt Library Renovation Phase I ~~removed~~ (struck through)
- 2017 CIP – BOT approved July 28, 2016
 - John C. Hitt Library Renovation Phase II CITF \$38,719,200
 - John C. Hitt Library Renovation Phase I CITF \$6,854,569
- 2016 CIP – BOT approved June 29, 2015
 - John C. Hitt Library Renovation Phase II CITF \$38,719,200
 - John C. Hitt Library Renovation Phase I CITF \$13,688,709
- 2015 CIP – BOT approved July 31, 2014
 - John C. Hitt Library Renovation Phase II CITF \$37,230,000
 - John C. Hitt Library Renovation Phase I CITF \$18,344,027

⁷ August 2020 Revision – considers 2020-30 CMP

⁸ August 2020 Revision - 2021 CIP added

- 2014 CIP - BOT approved July 25, 2013
 - UCF Library Phase I CITF \$20,199,358
- 2013 CIP – BOT approved July 26, 2012
 - UCF Library Phase I CITF \$23,968,850

Capital Improvement Trust Fund (CITF) actions

November 26, 2019 – CITF Committee Meeting⁹

Dean Jeff Moore of the College of Arts and Humanities, and Paul Lartonoix, Assistant to the Dean, petitioned the CITF committee for funds for the Performing Arts Complex, Phase II (PACII). The committee voted to reallocate \$2M in CITF funds from the CITF funds appropriated to the Hitt Library project in May 2019 (\$24M), to support design costs associated with PAC II. Meeting notes indicate that this reallocation is contingent on the resulting funding reduction not slowing down the next phases of the library.

May 13, 2019 CITF Committee Meeting

New Business

- Library presentation – Mr. Bill Martin, Director of Facilities Planning and Construction
 - Future phases:
 - A 3rd floor
 - B 2nd floor
 - C 1st floor
 - D 4th floor
 - E 5th floor
 - Motion to vote to approve library funding for three years with 100% of CITF allocations
 - Vote 6-0 in favor

January 10, 2014 – CITF Committee Meeting

- Old Business included the 21st Century Library Project

November 9, 2012 – CITF Committee meeting

- Approved allocation of funding to the library for years 1-3.
- Highlighted additional projects should funding become available

May 15, 2012 – CITF Committee meeting

- Motion passed (unanimously) to place the Library as first priority for the next CITF funds allocation at \$64,145,460.

Other Actions

November 15, 2018 BOT Meeting - Kathy Mitchell, Interim Chief Financial Officer

- Requested Individual Project Approval for the John C. Hitt Library expansion and renovation
- Submitted a “Capital Projects Certification Form” for the John C. Hitt Library expansion and renovation – \$85.8 million in Capital Improvement Trust Funds (CITF), \$1.6 million in Plant Operations and Maintenance (PO&M) funds, \$0.3 million in Auxiliary funds, and \$0.3 million in Critical Deferred Maintenance funds

November 15, 2013 – BOT Meeting

- BOT proposal to allocate the 2013-14 CITF distribution to the design and construction of the John C. Hitt Library and the Recreation and Wellness Outdoor Improvements
- Complete Library phase I and \$7,090,711 to fund the design of phase II

⁹ August 2020 Revision – Duplicate paragraph removed.

January 31, 2013 – BOT meeting

- A motion was made and passed by the board approving the increase of the Capital Improvement Fee for 2013-14

November 15, 2012 – BOT meeting

- BOT approved \$32,657,160 of the \$35,657,160* fund to be used for completion of the library Phase I and to begin design of the library Phase II

October 12, 2012 – BOG actual allocation for the next CITF distribution will be \$35,657,160.

June 1, 2011 – Construction Cost summary

- Initial total construction cost estimates: Phase I \$41,069,000, Phase II \$12,825,000, Phase III \$13,728,000

January 22, 2015 – SGA Senate Meeting

- SGA Resolution 47-04 supporting the 21st Century library project by requesting the FL BOG provide necessary funding

Capital Outlay Budget actions

Prior to October 26, 2017, capital improvement projects were submitted to the Board of Trustees annually through the Five-year Capital Improvement Plan and the Capital Outlay Budget.

A project would typically appear on the Capital Outlay Budget Approval list in May of the year following its inclusion on the CIP, for approval by the BOT.

The following is a list of the Capital Outlay Budgets presented and approved by the BOT, and the dates they were approved.

2018-19 Capital Outlay Budget - BOT approved May 24, 2018

- PECO John C. Hitt Library Renovation Phase II \$2,411,142 (Funded \$0)
- CITF John C. Hitt Library Renovation Phase II \$41,268,246 (Funded \$7,701,673)

2017-18 Capital Outlay Budget – BOT approved May 18, 2017

- PECO John C. Hitt Library Renovation Phase II \$3,712,800 (Funded \$0)
- CITF John C. Hitt Library Phase I \$6,854,569 (Funded \$6,854,569)
- CITF John C. Hitt Library Phase II (Funded \$1,710,066)

2016-17 Capital Outlay Budget – BOT approved May 31, 2016

- PECO John C. Hitt Library Renovation Phase II \$3,712,800 (Funded \$0)
- CITF John C. Hitt Library Phase I \$13,688,709 (Funded \$0)

2015-16 Capital Outlay Budget – BOT approved May 21, 2015

- PECO John C. Hitt Library Renovation Phase II \$3,570,000 (Funded \$0)
- CITF John C. Hitt Library Phase I \$18,344,027 (Funded \$5,770,635)

2014-15 Capital Outlay Budget – BOT approved May 22, 2014

- PECO John C. Hitt Library Renovation Phase II \$35,000,000 (Funded \$0)
- CITF John C. Hitt Library Phase I \$25,199,358 (Funded \$6,855,331)

2013-14 Capital Outlay Budget – BOT approved May 23, 2013

- PECO Library Renovation Phase II \$3,500,000 (Funded \$0)
- CITF John C. Hitt Library Phase I \$32,637,160 (Funded \$12,457,802)

Project Approval Process

Actions Required

- Individual Project Approval - The Board of Trustees Charter, approved on June 14, 2017, requires that the BOT review all proposed new construction and renovation projects

- exceeding \$2 million in construction costs
- Budget Increase Approval - The Board of Trustees Charter, approved on June 14, 2017, requires that the BOT review all changes to projects that exceed \$2 million in construction costs or that increase project costs by more than 10 percent of the original estimate presented to the committee
- Capital Projects Approval Policy - Capital Projects Approval Policy, approved on September 27, 2018, requires that a Capital Projects Funding Certification Form be completed and signed by the University President, the Vice President submitting the item, the Chief Financial Officer, and the General Counsel for any capital project that exceeds \$2 million
- Presidential approval of the Building Program

Actions Taken

November 15, 2018 BOT Meeting - Kathy Mitchell, Interim Chief Financial Officer

- Requested Individual Project Approval for the John C. Hitt Library expansion and renovation
- Submitted a “Capital Projects Certification Form” for the John C. Hitt Library expansion and renovation – \$85.8 million in Capital Improvement Trust Funds (CITF), \$1.6 million in Plant Operations and Maintenance (PO&M) funds, \$0.3 million in Auxiliary funds, and \$0.3 million in Critical Deferred Maintenance funds

Next Steps

UCF President must approve this Building Program.

5.0 EDUCATIONAL PLANT SURVEY

Chapter 5 confirms that the project was recommended in an educational plant survey in accordance with BOG 14.0025 (1), and describes compatibility with the educational plant survey per BOG 14.0025 (3).

The Current Educational Plant Survey

The title of the current Educational Plant Survey is 2015 Educational Plant Survey (effective July 1, 2016 - 30 June 30, 2021).

Adding the project to the Educational Plant Survey

The Library projects were included on Table 8 Analysis of Space Need by Category (Form B) or shown as “Survey Recommended” in several Educational Plant Surveys.¹⁰ When NASF is listed, it defines an addition to the existing building; whereas, 0 (zero) means there is no additional NASF being added to the building.

2015 John C. Hitt Library Renovation Phase II - Project 5 – Adding 41,000 NASF

Study space	41,000
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2011 Library (Renovation) - Project 8

All Space	0
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2006 Library Expansion - Project 7 – Adding 116,216 NASF

Classroom space	2,303
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Study space	81,886
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Office space	12,000
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Auditorium/Exhibit space	3,530
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Instructional//Media space	16,497
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2001 Library Expansion – Project 8 – Adding 63,600 NASF

Classroom	800
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Study	55,000
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Office	2,800
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Instructional Media	5,000
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1981 Library Expansion and Remodeling (no project number) – Adding 76,235 NASF¹¹

Study (formerly library)	51,916
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Office (formerly offices and EDP)	15,924
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Instructional Media	6,771
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Student Services (no longer a space category)	1,624
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6.0 STRATEGIC PLAN

Chapter 6 indicates consistency with the university strategic plan in accordance with BOG 14.0025 (2), and

¹⁰ Library projects were not Survey Recommended in the 1987, 1992, or 1996 EPS. SA does not have any documentation of Educational Plant Surveys prior to 1981.

¹¹ August 2020 Revision –4/22/2020 email from Christy Miranda - the area stated in the 1981 EPS was corrected from 90,535 NASF to 76,235 ASF and the Student Services Space Category corrected from 15,924 to 1,624 NASF

compatibility with the approved strategic plan per BOG 14.0025 (3).

The Collective Impact Strategic Plan

The University of Central Florida (UCF) is on an upward trajectory as an emerging preeminent public research university. The Collective Impact Strategic Plan, approved by the UCF Board of Trustees in May 2016, sets the university on a course towards enhanced quality, heightened excellence and greater impact.

Focused on a long-range twenty-year vision with a five-year roadmap, the strategic plan is transforming the way we teach, learn, and engage. As a model for higher education in the 21st century, we are challenging long-held assumptions about the role and scope of higher education. Grounded in the belief that bigger is better, we are harnessing the strength of our size with a constant pursuit of excellence to make positive, lasting impacts on the students, communities, and society we serve. We set big goals in the Collective Impact Strategic Plan and are working together with our partners to achieve our collective impact in five key focus areas.

Our Area of Focus

- Increase Student Access, Success and Prominence - Transforming lives and livelihoods through the power of higher education degree attainment
- Strengthen Our Faculty and Staff - Attracting and cultivating exceptional and diverse faculty, students, and staff whose collective contributions strengthen us
- Grow our Research and Graduate Programs - Deploying our distinctive assets to solve society's greatest challenges and create the next generation of pioneering scholars and practitioners
- Create Community Impact Through Partnerships - Leveraging and developing partnerships at every level that amplify our academic, economic, social, and cultural impact and reputation
- Leading Innovation in Higher Education - Innovating to create academic, operational, and diversified funding models that transform higher education

Consistency and Compatibility with the Strategic Plan

Two of the seven goals of this expansion project, outlined in Section 2.0 Project Overview, support student success metrics outlined in the Collective Impact Strategic Plan. More specifically, underlined below are the components of the two expansion project goals that promote student success:

- Add space to the library to create additional student study space, multipurpose space, and other spaces that support library programs
- Remove existing book stacks, renovating this space to create additional student study areas (thus the creation of the Automatic Retrieval Center to provide book storage capacity)

Local research findings suggest that UCF students (n=25,006, nearly 40% of population) who interacted with one or more of the five library services studied had higher end of semester Grade Point Averages (GPAs) (~3.20) than their non-library-using counterparts (~3.05). There are also published empirical studies that found that college students who use library services have higher GPAs and retention rates than similar non-library users. Libraries provide an array of services for students (i.e., individual and group study) that contribute to student success.

7.0 ACADEMIC MASTER PLAN

Chapter 7 confirms consistency with the academic master plan in accordance with BOG 14.0025 (2).

Academic Program Identification

The proposed Library Renovations will not house any academic programs.

Academic Program Reviews

Pursuant to Florida Statute, UCF conducts in-depth reviews of academic programs at least every seven years. The primary purpose is to examine the quality and productivity of academic programs with a goal to develop recommendations leading to program improvement.

The proposed Library Renovations will not address space deficits identified in any Academic Program Reviews.

8.0 CAMPUS MASTER PLAN

Chapter 8 describes consistency with the facilities master plan in accordance with BOG 14.0025 (2), and compatibility with the approved master plan per BOG 14.0025 (3).

The Campus Master Plan (CMP)¹²

Campus Master Plans that included this project:

2020-2025 Campus Master Plan Update, the 10-Year Schedule of Capital Projects (SCP) included:

- John C. Hitt Library Phase II – Renovation 5 Phases 226,506gsf

2015-25 Campus Master Plan Update, the Capital Improvements List included:

- Library Renovation Phase II – 222,387nasf / 226,506gsf PECO, CITF \$36,500,000

2010-20 Campus Master Plan Update, the Capital Improvements List included:

- Library Renovation - PECO \$14,212,564
- Library Expansion - Private Funds \$113,472, 000

2005-15 Campus Master Plan Update, the Capital Improvements List included:

- Library Expansion - Classroom 800 / Study 54,614 / IM 5,000 / Office 2,800

2000-10 Campus Master Plan Update, the Capital Improvements List included:

- Library Expansion PECO 63,600nasf, 89,900gsf

Consistency with Goals, Objectives or Policies of the Campus Master Plan¹³

The Library expansion and renovations will comply with:

2.0 FUTURE LAND USE & URBAN DESIGN

OBJECTIVE 1.6: Develop energy-efficient campus facilities, as detailed in the UCF Standards.

POLICY 1.6.9: All new UCF buildings shall be LEED-certified (Leadership in Energy and Environmental Design), and each new project shall achieve LEED Gold certification as defined by the U.S. Green Building Council.¹⁴

12.0 FACILITIES MAINTENANCE

OBJECTIVE 1.2: Establish the desired level of performance for building components.

¹² August 2020 revision - Updated to include the 2020-30 Campus Master Plan.

¹³ Ibid.

¹⁴ UCF requires LEED Gold certification (60-79 points) for all new construction with a cooling demand greater than 40 refrigerated tons (RT). Due to the phased nature of this project, the university will not pursue LEED certification until all renovations are completed. However, each phase is being designed with the intent of achieving the required LEED Gold certification.

9.0 SPACE UTILIZATION CRITERIA

Chapter 9 indicates compatibility with space utilization criteria in accordance with BOG 14.0025 (3).

State Space Criteria

State criteria is available to guide space planning in Florida institutions of higher education and at UCF, including: State Requirements for Educational Facilities, 2014 (SREF). The project will be compatible with State Space Criteria.

University Space Criteria

University criteria is available to guide space planning at UCF, including the UCF Space Allocation and Use Policy - August 8, 2018. The project will be compatible with UCF Space Criteria.

Project-specific Space Criteria

Academic Program Statement (APS)

This project has no UCF Academic Program Statement.

Programs by outside Consultants

2003 - Hardy Holzman Pfeiffer Associates was commissioned to program the UCF Library.

2004 - HHPA disbanded, after which Malcolm Holzman, Douglas Moss, and Nestor Bottino started their own firm.

2011 - Holzman Moss Bottino Architecture with ForeSite Facility Planners was commissioned to program, plan, and develop a conceptual design for the “21st Century Library.” Their space program was submitted to UCF on August 26, 2011.

The Libraries continue to work with Holzman Moss Bottino Architecture on space programming for the John C. Hitt Library Phase 2 - Library Renovations Phases 2A-2E (upgrading existing space).

Space to be Released

At the end of 2019, the Center for Distributed Learning (CDL) vacated space on the first floor of the library and relocated to a newly purchased building in the Research Park. The CDL space was returned to the university’s space inventory and reassigned to the Library and UCF IT on March 6, 2020.¹⁵

¹⁵ August 2020 revision – 4/22/2020 email from Christy Miranda – Update to Space to be Released.

10.0 PROJECT BUDGET

Chapter 10 provides the project budget.

Funding of Capital Projects

The Library Expansion project is primarily funded using Capital Improvement Trust Funds (CITF), which are student fee-based funds for use on specified capital projects.

Additional Deferred Maintenance, Auxiliary, and Critical Deferred Maintenance funds were added to the project budget in order to include infrastructure upgrades and a Distributed Antenna System (DAS) to the scope.¹⁶

Due to the size of the project and the limited amount of annual CITF distributions, the project must be executed using a phased approach.

A budget is shown below (see section 2.0 Project Overview for additional information on the project phases).

HITT LIBRARY ESTIMATE OF PROBABLE COST		Phase 1 ARC bldg	Phase 1A Connector	Phase 1B Ext/Furniture	Phase 2A.1 Level 3 reno	Phase 2A.2 ARC aisles	Phase 2B Level 2 reno	Phase 2C Level 1 reno	Phase 2D Level 4 reno	Phase 2E Level 5 reno
Design	A/E fees, building envelope consultant, commissioning, planning contingency	\$2,308,000	\$1,350,000	\$0	\$900,000	\$40,000	\$900,000	\$850,000	\$800,000	\$400,000
Preconstruction	Contractor design phase efforts	\$345,000	\$222,000	\$0	\$90,000	\$20,000	\$120,000	\$100,000	\$80,000	\$60,000
Permitting	Building Code Office, SFM, SJRWMD	\$124,000	\$115,000	\$50,000	\$105,000	\$30,000	\$110,000	\$100,000	\$100,000	\$60,000
Contractor Construction	CITF funds	\$15,234,000	\$17,675,000	\$2,170,000	\$13,150,000	\$3,000,000	\$13,700,000	\$12,400,000	\$12,100,000	\$6,000,000
	Deferred Maintenance Funds	\$2,160,000	\$0	\$0	\$0	\$0	\$800,000	\$800,000	\$800,000	\$500,000
	DAS platform on ARC	\$366,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UCF Construction	UCF utilities, UCF IT, OIR Audio Visual, Owner Contingency	\$41,000	\$757,000	\$410,000	\$725,000	\$100,000	\$775,000	\$700,000	\$700,000	\$400,000
FF&E	Furniture, UCF IT inside plant, computers, library gates, moving costs	\$593,000	\$1,050,000	\$2,930,000	\$3,300,000	\$30,000	\$3,300,000	\$3,300,000	\$3,300,000	\$1,500,000
FP&C PMS	FP&C costs to manage project	\$655,000	\$635,000	\$230,000	\$530,000	\$97,000	\$640,000	\$560,000	\$560,000	\$300,000
TOTAL BY PHASE		\$21,826,000	\$21,804,000	\$5,790,000	\$18,800,000	\$3,317,000	\$20,345,000	\$18,810,000	\$18,440,000	\$9,220,000
TOTAL PHASES 1, 1A, 1B		\$49,420,000								
TOTAL PHASES 2A-E					\$88,932,000					
GRAND TOTAL		\$138,352,000								

Plant Operation and Maintenance (PO&M)

The PO&M formula is a space/facilities operating funding model that was developed in 1993 by the State University System of Florida. It has been used by the Governor and Legislature to provide operating resources for new space/facilities.

The existing 203,458 GSF¹⁷ library receives PO&M. The state has not appropriated PO&M funding for new facilities several years; but the formula is used here to determine the level of funding that will be needed to maintain the added space:

- Phase 1 (ARC): 19,419 GSF X \$ 16.39 /GSF = \$318,277
- Phase 1A (Connector): 47,824 GSF X \$9.68 /GSF = \$462,936

¹⁶ Deferred Maintenance funding will need to be evaluated during each phase of design to determine if it is available to help fund the project - if unavailable, CITF funds will need to fully fund the project

¹⁷ August 2020 Revision -4/22/2020 email from Christy Miranda - GSF revised from 226,506 to 203,458 based on Turner reported in their as-builts; ARC GSF revised from 18,509 GSF to 19,419 GSF and PO&M adjusted from \$303,263 to \$318,277.

11.0 BUILDING CODES

Chapter 11 provides the building codes applicable to the project, as required by BOG 14.0025 (2).

Compliance

This project will comply with all applicable codes, laws, standards, statutes, and regulations.

Building Codes

The codes applicable to this project include, but are not limited to:

- Building Codes - Administered by UCF Building Department
- Fire Codes - Administered by the Florida Division of State Fire Marshal

UCF Standards, Statutes, & Guidelines

The project must meet UCF standards including, but not limited to:

- UCF Design, Construction, and Renovation Standards
Administered by UCF Facilities and Safety
- Telecommunications Design Standards
Administered by UCF Information Technology (UCF IT), an operating unit within the UCF Information Technologies and Resources Division (IT&R)
- Campus Landscape Master Plan and Design Standards (2016)
Administered by UCF Landscape & Natural Resources (LNR), a division of UCF Facilities & Safety
- Office of Instructional Resources Design Standards (2019)
Administered by UCF Office of Instructional Resources (OIR), an operating unit within the UCF Division of Digital Learning

Florida Statutes

F.S. Chapter 255 addresses requirements for public property and publicly owned buildings.

Energy and Sustainability

The Architects and Engineers of Record (A/E EOR) will need to address LEED and sustainability with respect to performance, energy, water conservation / efficiency, and LEED campus credit integration.

Detailed criteria will be included in the Owner's Project Requirements (OPR), and the A/EOR will provide a Basis of Design (BoD) that gives technical guidance for how these requirements will be incorporated into the design.

The project must meet energy standards including, but not limited to:

- Green Building Construction and Renovation Requirements
Administered by UCF Department of Utilities & Energy Services (UES), a division of UCF Facilities & Safety
- State of Florida Model Energy Efficiency Code for Building Construction
Administered by UCF Department of Utilities & Energy Services (UES), a division of UCF Facilities & Safety