

DOWNTOWN ACADEMIC BUILDING - SUMMARY OF REQUIRED SPACES Revised 11.30.16							TOT	99,528	1.487	148,000	10,723
30	Allowance of Assignable Square Feet (ASF) per FTE for Collaborative Workspace	ASF per Sta	Qty FTE	Qty Like Spaces	ASF per Space	Subtotal ASF	Category ASF	ASF	Grossing Factor	GSF	NSF to ASF

Space Changeds highlighted YELLOW Assignment of GSF as ASF highlighted BLUE

CLASSROOM SPACE								32,550	1.50	48,825	
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Active Learning Classrooms	<i>All Flat Floor and Flexible, some operable walls</i>	1,230	Students in Classrooms					= 28,000			
Classrooms - 90 seats		180	22.2 ASF / Sta	2	@	2,000	=	4,000		REDUCE asf/sta, was 2 @ 2,250	
Classrooms - 75 seats		150	22.0 ASF / Sta	2	@	1,650	=	3,300		REDUCE asf/sta, was 2 @ 1,875	
Classrooms - 50 seats		600	22.0 ASF / Sta	12	@	1,100	=	13,200		REDUCE asf/sta, was 12 @ 1,250	
Classrooms - 30 seats		300	25.0 ASF / Sta	10	@	750	=	7,500		DEDUCT, was 14 @ 750	
Classroom Service								= 4,550			
Office Hours/Study Rooms -seats 6	<i>Each room = 55 hrs/week reservable time (7:30-6:30)</i>		20.0 ASF / Sta	5	@	120	=	600			
Student Gathering Space	<i>Assign GSF as ASF for queueing</i>						=	3,950		no change	

TEACHING LAB SPACE								10,491	1.50	15,737	3,950
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Teaching Labs		290	Students in T-Labs					= 8,750			
Science T-Labs	<i>See also Science Prep Rooms and Lab Mgr Offices</i>							= 5,250			
Biology Teaching Lab - 30 seats		60	35.0 ASF / Sta	2	@	1,050	=	2,100			
Chemistry Teaching Lab - 30 seats		60	35.0 ASF / Sta	2	@	1,050	=	2,100			
Anatomy/Physiology Teaching Lab - 30 seats		30	35.0 ASF / Sta	1	@	1,050	=	1,050			
Computer Labs	<i>Portable Tech (furnished and BYOD). See Tech Storerooms</i>							= 3,500			
Computer Lab - 50 seats	<i>Anchored furniture for power to the tabletop.</i>	50	25.0 ASF / Sta	1	@	1,250	=	1,250			
Computer Lab - 30 seats	<i>Some flexible, others with anchored furniture for power.</i>	90	25.0 ASF / Sta	3	@	750	=	2,250			
Teaching Lab Service								= 1,741			
Lab Prep Rooms	<i>See GEP Office Space for 3 Lab Mgrs Offics to be collocated with Lab Prep Rms</i>							= 600			
Chemistry Prep Rooms	<i>Locate between 2 Chemistry Labs</i>			1	@	225	=	225		CORRECTION, was 2 @ 225	
Biology Prep Rooms	<i>Locate between 2 Biology Labs</i>			1	@	225	=	225		CORRECTION, was 2 @ 225	
Anatomy/Physiology Prep Room	<i>Locate with Anatomy/Physiology Lab</i>			1	@	150	=	150			
Other T-Lab Service								= 1,141			
Tech Storerooms	<i>Each Tech Storeroom serves 2 Computer Labs for laptop storage and charging.</i>			2	@	100	=	200			
Student Gathering Space	<i>Assign GSF as ASF for queueing</i>						=	941		REDUCED, Control Quantity	941

STUDY & LIBRARY SPACE								12,916	1.40	18,082	
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Libraries Study Space								= 12,916			
OPEN AREAS - Undergrad Collaboratory								= 8,556			
Internal Circulation Allowance15%	<i>Assign GSF as ASF for circulation</i>						=	1,116		ADD circulation allowance	
Quiet Study - 50 seats	<i>Goal - 100% Power (in station or at arms length)</i>		30.0 ASF / Sta	50	@	30	=	1,500		CORRECTION, was 70 @ 30	
Collaborative Study - 125 seats	<i>Goal - 100% Power (in station or at arms length)</i>		30.0 ASF / Sta	125	@	30	=	3,750			
Digital Media Commons	<i>See also Studios</i>										
Digital Help-Desk				1	@	70	=	70			
Immersive Visualization Wall	<i>Wall-mounted</i>			1	@	50	=	50		REDUCED, was 150	
Creation Stations - 20 x 2 seats	<i>Large stations for side-by-side work. Power at every station.</i>		35.0 ASF / Sta	20	@	35	=	700			
Group Ideation Stations - 4 x 6 seats	<i>Media Sharing for 6 student teams, power at headwall</i>		20.0 ASF / Sta	4	@	120	=	480			
Study Cafés	<i>Vending Café, collocate with Open Study for seating</i>			2	@	100	=	200		REDUCED, was 2 @150	
Student Organization Storage Cubes	<i>Collocate in/around Collaborative Study</i>			15	@	20	=	300			

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Patron Services <i>See also Departmental Office Space -Libraries Operations</i>										
Integrated Service Desk (I-Desk)										
Circulation Point - 2 touchdown sta	<i>Check-out, return, on-hold materials</i>		1	@	70 =	70				
IT Support Point - 2 touchdown sta	<i>IT Help Desk</i>		1	@	70 =	70				
Reference Point - 2 touchdown sta	<i>Guidance, questions, and instruction</i>		1	@	70 =	70				
Reference Consultation Stations - 3 sta	<i>Cubicles or small rooms, available for study when not in use</i>	20.0 ASF / Sta	3	@	60 =	180				
ROOMS - Study & Activities										
No Internal Circulation Allowance	<i>Use GSF for corridors between rooms</i>				=	0				
Group Study Rooms - 6 seats	<i>Media Sharing for 6 students, power at headwall</i>	20.0 ASF / Sta	6	@	120 =	720				
Medium Practice/Study Rm - 6 seats	<i>Media Sharing and Forensics practice</i>	20.0 ASF / Sta	2	@	120 =	240				
Small Practice/Study Rm - 4 seats	<i>Media Sharing and Forensics practice</i>	20.0 ASF / Sta	2	@	80 =	160				
Quiet Study Rooms - seats 1-2	<i>Low Sensory Stimulus</i>	30.0 ASF / Sta	2	@	60 =	120				
Squad Room/Study/Lounge	<i>Home of Speech/Forensics & Debate - tables & chairs, lounge furniture</i>		1	@	650 =	650				
Graduate Student Collaboratory	<i>Lounge and meeting Room for Graduate Students, on higher floor</i>		1	@	240 =	240				
Digital Media Commons Support Rooms										
Video Recording Studio	<i>1-Button Video Recording Studio (green screen). Audience - 5 stacking chairs</i>		1	@	180 =	180				
Audio Recording Booth			1	@	50 =	50				
Video Editing Booth			1	@	50 =	50				
Browseable Collections & Quiet Study	NOTE: Verify, and add circulation from GSF. Secure Space!									
Stacks	<i>Volumes 12,000 @ 0.10 ASF / Vol</i>		1	@	1,200 =	1,200				
Quiet Study - 25 seats	<i>Tables & Chairs and Small Carrels</i>	30.0 ASF / Sta	25	@	30 =	750				
										CORRECTION, was 26 @ 30

OFFICE SPACE Internal Circulation Allowance = 15.0% If more is required, use GSF. 43,571 1.50 65,357

Shared Conference = 4,895										
Note that Shared and Dept Office has been combined										
Conference Room - 90 seats	<i>Tiered, Auditorium Seating with tablet arms</i>	22.2 ASF / Sta	1	@	2,000 =	2,000				
Incl Moot Court Features	<i>Judges' Bench/Lectern, Witness & Court Recorder Boxes, Jury Box, Counsel tables, collocate (2) 12-sta Conf Rms, nearby Control Room</i>									
"Parramore Room" - 42 seats	<i>Divisible into 2 Ideation Rooms by Operable Wall - 24 & 18 = 42 seats</i>	23.8 ASF / Sta	1	@	1,000 =	1,000				REDUCE seats, was 1,150/48 seats
Medium Conference Room - 12 seats	<i>Adjoin 2 with Campus Meeting Room</i>	20.8 ASF / Sta	4	@	250 =	1,000				
Huddle Room - 4 seats		20.0 ASF / Sta	6	@	80 =	480				
Quiet Room - 1-2 seats	<i>Phone Booths</i>	20.0 ASF / Sta	6	@	40 =	240				
Conference Service - Table & Chair Storage	<i>Near Larger Meeting Rooms</i>		1	@	125 =	125				
Conference Service - Control Room	<i>Near Moot Court</i>		1	@	50 =	50				

Shared Office Space = 5,900										
Internal Circulation Allowance 15%	<i>Assign GSF as ASF for circulation</i>				=	770				ADD circulation allowance
Welcome Area	<i>Waiting for 10 and Reception Station</i>		1	@	300 =	300				
Collaboration Cafés	<i>Vending Cafés on floors that have no Study Café, collocate with Collaborative Workspace for seating</i>		2	@	100 =	200				REDUCED, was 2 @ 150
Shared Storage	<i>Multiple cages to be assigned by Campus Administration</i>		1	@	950 =	950				
Hoteling Hubs	<i>Shared officing for Visitors and Touchdown</i>		4	@	200 =	800				
Growth Office Space	Note - Growth is restated as a quantity of We and Me space									RESTATED/REDUCED, was 3,134
Faculty & A&P	<i>held by the Provost - distributed near Dept Space</i>		24	@	90 =	2,160				
Collaborative Workspace	<i>held by the Provost - distributed near Dept Space</i>		24	@	30 =	720				

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Academic Support							=	4,175				545	
Learning & Academic Support Hub							=	4,175	ADDED FUNCTION				
<u>We Space</u>													
Internal Circulation Allowance 15%							Assign GSF as ASF for circulation	=	545				
Learning Commons													
Open Computer Lab - 50 sta							Power to the desktop and 2 or more Instruction Walls	22.0 ASF / Sta	1	@	1,100 = 1,100		
Collaborative Workspace/Office Service							Combine with Learning Commons for check in and touchdown	Qty FTE	7	@	30 = 210		
Instructional Support Rooms													
Writing Center - 30 sta							15 consultation cubicles, each serves 2 face-to-face across a table	50.0 ASF/Cubicle	1	@	750 = 750		
Listening Center - 10 Sta							Carrels, sound attenuation	25.0 ASF / Sta	1	@	250 = 250		
Tutoring Rooms - 6 sta							Media Sharing (D Tables), FP Display, power at headwall	25.0 ASF / Sta	4	@	150 = 600		
Video Room							See Digital Media Production Labs						
<u>Me Space</u>													
Staff Offices							VC - Manager and 3 Coordinators (Math, Comm/Writing, Tutoring) UCF 2 Offices allowed	6	6	@	90 = 540		
Instructional Support Staff							Shared Office w/ 4 workstations	1	1	@	180 = 180		
Tutors (PT)							2 Touchdown in Collaborative Workspace, Provide 10 lockers	Use Collaborative Workspace			=	0	DELETED Function, was 2,640
Advising Hub							=	2,520					
Workrooms							No Internal Circulation Allowance	Rooms are the sizes programmed	=	0	NO circulation allowance in Wkrms	0	
Classroom/IT Tech Workroom							=	1,740					
<u>We Space</u>													
Help Desks							See Libraries for I-Desk- IT Service Point and Digital Commons Help Desk	2	2	@	300 = 600		
Collaborative Workspace/Office Service							Use as Workroom (benches), storage (shelves, floor space)	Qty FTE	22	@	30 = 660		
IT/Classroom Secure Storage							Locate at Loading Dock, not with Workrooms	1	1	@	300 = 300		
<u>Me Space</u>													
Manager Offices							Collocate one with each Workroom	2	2	@	90 = 180		
Technician workstations							Divide as evenly as is feasible	20	20	@	30 = 600		
Libraries Operations Workroom							UCF & VC - Combined into 1 room, near I-Desk				=	780	
<u>We Space</u>													
Technical Services Workroom							Shelving, Scan Sta, Storage	1	1	@	300 = 300		
Collaborative Workspace/Office Service							Combine w/workroom: Collab/Libr'y Break area w/ kitchenette	Qty FTE (incl Faculty)	8	@	30 = 240		
<u>Me Space</u>													
NonExempt Staff-USPS							Staff Workstations	3	3	@	60 = 180		
Student Employees							Student workstations, each serves 2 or more students	2	2	@	30 = 60		
Libraries Offices							UCF and Valencia College				=	656	
<u>We Space</u>													
Internal Circulation Allowance 15%							Assign GSF as ASF for circulation	=	86	ADD circulation allowance			
Librarian's Conference Room - 6 seats							See also Collaborative Workspace in Libraries Operations Workroom	1	1	@	120 = 120		
<u>Me Space</u>							As close to I-Desk as possible						
Head Librarian							Collocate with Library Conference Room	1	1	@	90 = 90		
Librarians							UCF 3 Librarians, VC 1 Librarian	4	4	@	90 = 360		

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Nicholson School of Communication		UCF College of Sciences				= 7,452						
<u>We Space</u>												
Internal Circulation Allowance 15%	Assign GSF as ASF for circulation				=	972	ADD circulation allowance		972			
Reception & Waiting Area	Furnish for Reception/Waiting if/as directed during design.	Allowance	1	@	150	=	150					
Collaborative Workspace/Office Service		Qty FTE	37	@	30	=	1,110					
Grad Student Study Lounge	NSC request	See Grad Student Collaboratory in Library										
Director Conference Room - 6 seats			1	@	120	=	120	NSC advisors move to Commons				
<u>Me Space</u>												
Director Office	Collocate with Director Conference Room		1	@	90	=	90					
Faculty Offices	Only those listed by name on Worksheet, plus (4) 2017 faculty		27	@	90	=	2,430					
Exempt Staff - A&P	Existing plus (1) 2017. See also 3 in Advising Hub		5	@	90	=	450					
NonExempt Staff - USPS/OPS	Existing plus (1) 2017. See also 2 in Advising Hub		4	@	60	=	240					
PhD Hubs	Each Hub has 4 shared 90 asf cubicles for 8 Phd's		32	@	360	=	1,440					
Grad Workstations	Collocate with Dept Collaborative Workspace 15 sta for 45 Grads		45	@	30	=	450					
Visiting Scholar / Adjunct Faculty			1		See Shared Hoteling Hubs							
Department of Legal Studies		UCF College of Health and Public Affairs				= 3,002						
<u>We Space</u>												
Internal Circulation Allowance 15%	Assign GSF as ASF for circulation				=	392	ADD circulation allowance		392			
Reception & Waiting Area	Furnish for Reception/Waiting if/as directed during design.	Allowance	1	@	150	=	150					
Collaborative Workspace/Office Service		Qty FTE	20	@	30	=	600	INCREASE FTE, was 19 @30				
Chair Conference Room - 6 seats			1	@	120	=	120					
<u>Me Space</u>												
Chair Office	Collocate with Chair Conference Room		1	@	90	=	90					
Faculty Offices			15	@	90	=	1,350					
Exempt Staff - A&P			2	@	90	=	180	ADD 1 Advisor, = 2 A&P				
NonExempt Staff - USPS/OPS			2	@	60	=	120					
Visiting Scholar / Adjunct Faculty			1		See Shared Hoteling Hubs							
School of Social Work (SSW)		UCF College of Health and Public Affairs				= 5,934						
Internal Circulation Allowance 15%	Assign GSF as ASF for circulation				=	774	ADD circulation allowance		774			
<u>We Space</u>												
Waiting	Furnish for Reception/Waiting if/as directed during design.	Allowance	1	@	150	=	150					
Student Workstations	2 of 4 students work the Reception Desk at any time		4	@	30	=	60					
Collaborative Workspace/Office Service		Qty FTE	41	@	30	=	1,230	INCREASE FTE, was 38 @30				
Director Conference Room - 6 seats			1	@	120	=	120					
<u>Me Space</u>												
Director	Collocate with Director Conference Room		1	@	90	=	90					
Faculty Offices	Only those listed by name on Worksheet, plus 2017, plus DSW		30	@	90	=	2,700					
Exempt Staff - A&P			4	@	90	=	360	ADD 3 Advisors = 4 A&P				
NonExempt Staff - USPS/OPS			6	@	60	=	360					
Visiting Scholar / Adjunct Faculty	6 Adjuncts		6		See Shared Hoteling Hubs							
GRA Workstations	Collocate with Dept Collaborative Workspace 3 sta for 6 Grads		6	@	30	=	90					

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Health Management and Informatics (HMI)		UCF College of Health and Public Affairs									
Health Information Technology (HIT)		Valencia College									
<u>Internal Circulation Allowance 15%</u>		Assign GSF as ASF for circulation				= 833		ADD circulation allowance			
<u>We Space</u>											
Reception & Waiting Area		Furnish for Reception/Waiting if/as directed during design.		Allowance		1 @ 150 = 150					
Collaborative Workspace/Office Service				Qty FTE		44 @ 30 = 1,320		INCREASE FTE, was 41 @ 30			
Chair Conference Room - 6 seats						1 @ 120 = 120					
<u>Me Space - HMI</u>											
Chair		Collocate with Chair Conference Room				1 @ 90 = 90					
Faculty Offices						31 @ 90 = 2,790					
Exempt Staff - A&P						7 @ 90 = 630		ADD 3 Advisors not 4 (MK)= 7 A&P			
NonExempt Staff - USPS/OPS						3 @ 60 = 180					
GTA's		Collocate with Dept Collaborative Workspace 3 sta for 6 Grads				6 @ 30 = 90					
<u>Me Space - HIT</u>											
Faculty Offices						2 @ 90 = 180					
General Education Program (GEP)		Valencia College									
<u>Internal Circulation Allowance 15%</u>		Assign GSF as ASF for circulation				= 347		ADD circulation allowance			
<u>We Space</u>											
Reception & Waiting Area		No reception - add Reception/Waiting allowance to Collab Workspace		Allowance		1 @ 150 = 150					
Collaborative Workspace/Office Service		Use for Faculty-Student interaction		Qty FTE		18 @ 30 = 540					
Director Conference Room - 6 seats		Shared by 2 Future Directors				1 @ 120 = 120					
<u>Me Space</u>								VC advisors move to Commons			
Director Offices		Future Humanities/Arts Director and Math/Science Director,				2 @ 90 = 180					
Faculty						12 @ 90 = 1,080					
Instructional Lab Support		Collocate with Teaching Lab Prep Rooms				3 @ 60 = 180					
Staff						1 @ 60 = 60					
GENERAL BUILDING		See UCF Design, Construction, and Renovation Standards						Not Assigned Space			
<u>Public Space</u>											
Mothers' Rooms											
Single-User Toilets											
Shower Rooms											
<u>Support Space</u>											
Primary and Secondary Housekeeping Closets											
Loading/ Unpacking space		Collocate IT/Classroom Storage Room with this space									
Central Trash and Recycle Room											
Gas bottles & chemicals (racks)											
Shop - Maintenance Workspace											
IT Rooms		IDF and MDF									