



Capital Project Planning

Planning, Design and Construction

WHY NEEDED?

- Aligns capital project requests with the current **PRIORITIES** of the university
- Provides **TRANSPARENCY** to the process for all stakeholders
- Allows for an **OPEN PROCESS** to understand all needs
- Clarifies **RESOURCE CONSTRAINTS** that impact the university
- Improves **LONG RANGE PLANNING** tied to the Campus Master Plan
- Addresses strategic **CAPITAL REINVESTMENT**
- Assists **FUNDRAISING** to set clear priorities and goals
- Strategic project selection for highest chance of **FUNDING SUCCESS**
- Allows for **CHANGING PRIORITIES**

PLANNING FRAMEWORK

CAMPUS MASTER PLAN

ELEMENT 10.0 - CAPITAL IMPROVEMENTS & IMPLEMENTATION

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.

OBJECTIVE 1.1: Establish criteria to evaluate and prioritize capital improvement projects.

OBJECTIVE 1.2: Implement transparent procedures that engage campus stakeholder participation in prioritizing Capital Projects.

COMMITTEE ENGAGEMENT

Capital Project Planning Committee (CPPC)

10 year - Campus Master Plan

5 year - Capital Priorities

1 year - Annual Capital Improvement Plan

University Master Planning Committee (UMPC)

Advisory Committee

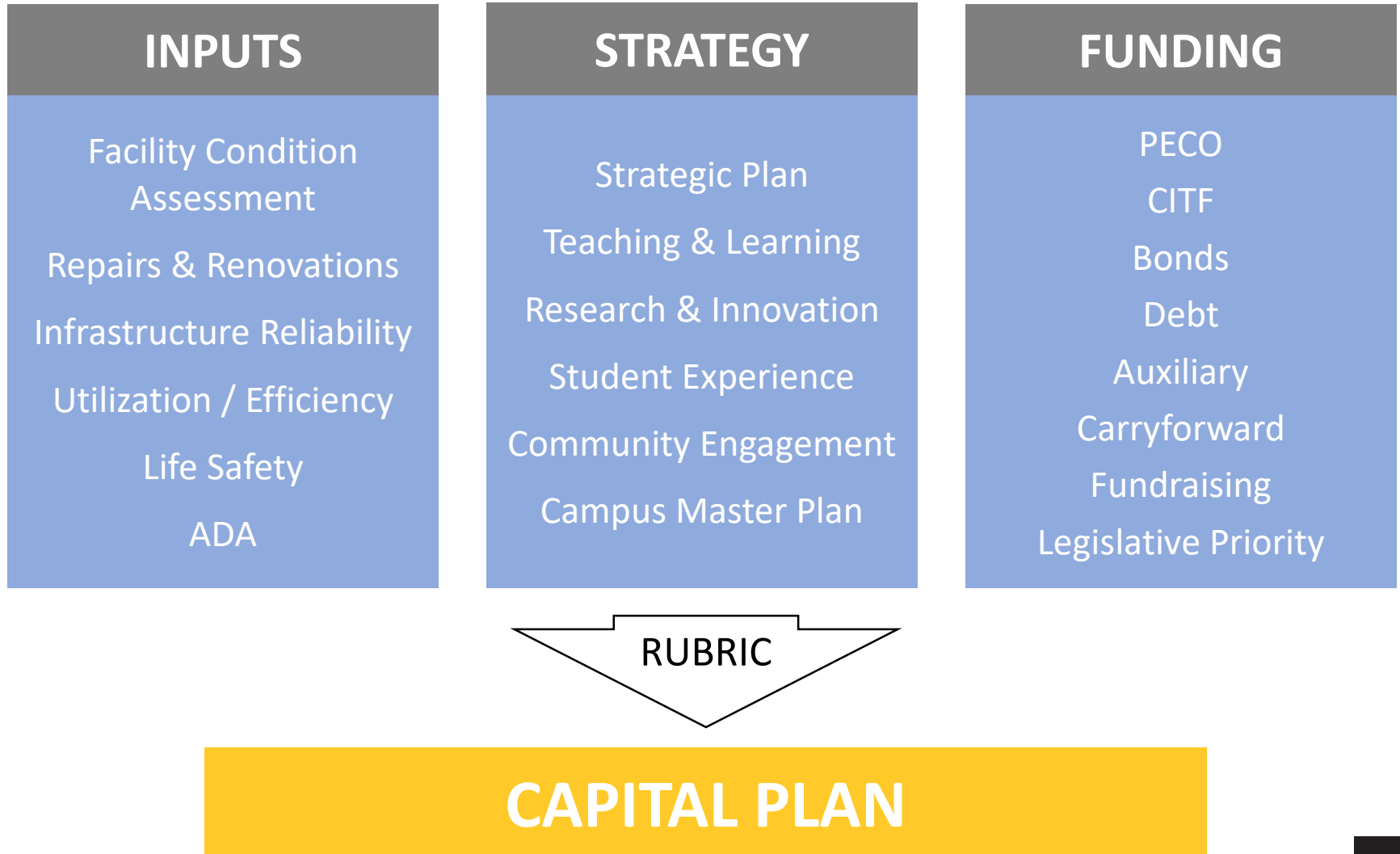
Land use, campus aesthetics, public art

University Space Committee (USC)

Advisory Committee

Real estate, space initiatives

The Making of a Plan



TWO PLANNING LEVELS

UNIVERSITY PLAN

Strategic Plan
Alignment

Larger Projects,
typically over \$2M

Annual request to state
for funding

Capital Improvement Plan
(CIP)

UNIT PLAN

Support Strategic Plan
at Unit level

Smaller Projects,
typically under \$2M

Annual plan to state,
updates reported quarterly

Fixed Capital Outlay
Budget (FCOB)

TERMS

Campus Master Plan (CMP)

10-year plan, approved every 5 years
Current CMP 2020-30 approved by BOT 11/14/19
If a project is not on the CMP, it cannot be requested on the EPS

Educational Plant Survey (EPS)

Survey of physical plant space by BOG & peer university staff
Current EPS 2021-26 approved by BOT 4/22/21
If a project is not on the EPS, it cannot be requested on the CIP

Capital Improvement Plan (CIP)

Annual request for state funding submitted through BOT to BOG
Multiple parts – PECO request, CITF request, Debt/Bond (Back of Bill)
Must be approved by BOT by June 30 of each year

PECO

Public Education Capital Outlay
State funding source for academic projects
PECO scoring criteria determine SUS priorities for funding consideration

CITF

Capital Improvement Trust Fund – student fee based funds
State funding source for student priority projects

Fixed Capital Outlay Budget (FCOB)

Annual budget for projects that exceed designated thresholds
E&G Operating projects, Carryforward small projects, Carryforward large projects
Quarterly reporting of all projects that exceed designated thresholds

PECO SCORING CRITERIA

- Scoring criteria:
 - 1 PRIOR LEGISLATIVE FUNDING** up to 20 points for prior funding
 - 2 MAINTENANCE AND INFRASTRUCTURE** up to 20 points based on cost
 - 3 SPACE NEEDS MET** up to 20 points based on % add to campus
 - 4 UNIVERSITY PRIORITY** #1 project = 5 points, #2 project = 3 points
 - 5 RENOVATION OR REPLACEMENT** up to 20 points based on cost/sf
 - 6 NEW CONSTRUCTION** up to 20 points based on gifts/donations and university funds
- UCF must annually provide 2% of building value into an escrow account for new construction, for future Capital Renewal / Deferred Maintenance. Renovations/remodels require 1%.
- Scoring system encourages renovations/remodels, discourages new construction

CAPITAL PLANNING PROCESS FEATURES

Annual Process

Begins at the start of the fiscal year
Ends with BOT approval of the annual CIP

Capital Project Planning Committee

Committee composed of broad university representation
Oversees submissions, evaluations, scoring, draft plan, final plan

Call For Projects

Formal submission process, structured requirements
Requirements driven by strategic and operational priorities
Transparent and open to campus stakeholders

Strategic Fundraising

Coordination with UCF Foundation
Clarity to fundraising priorities for more successful outcomes

Scoring Rubric

Step 1 – Strategic Need evaluation
Step 2 – Funding Alignment

PROJECT SUBMISSION REQUIREMENTS

BASIC PROJECT INFORMATION

Project Description

Cost
Schedule

Source of Funds

CMP?
EPS?

Interdisciplinary?
Support Projects?

Consequences
if not funded?

STRATEGIC PRIORITIES

Teaching &
Learning

Research &
Innovation

Student
Experience

Community
Engagement

OPERATIONAL PRIORITIES

Compliance &
Life Safety

Infrastructure
Reliability

Capital Renewal
Deferred Maintenance

Improve Utilization
& Efficiency

STEP 1 – SCORING FOR STRATEGIC NEED

Strategic Need	Funding is not a primary criteria Score based on priorities & impact
Strategic Priorities	Teaching & Learning – 20% Research & Innovation – 20% Student Experience – 20% Community Engagement – 5%
Operational Priorities	Compliance & Life Safety – 10% Infrastructure Reliability – 10% Capital Renewal / Deferred Maintenance – 10% Improve Utilization / Efficiency – 5%



Capital Project Evaluation Rubric

Date: 4/1/22

PROJECTS	Project Name	Funding Request	Building Value	Annual Escrow Required	Annual PO&M Required	Strategic Priorities				Total Strategic Score	Operational Priorities				Total Operational Score	Total Combined Score	
						Teaching and Learning	Research and Innovation	Student Experience	Community Engagement		Compliance Life Safety ADA	Infrastructure Reliability	Capital Renewal Deferred Maintenance	Improved Utilization / Efficiency			
						20	20	20	5	65	10	10	10	5	35	100	
1	Biology Renovation/Remodel	\$21,630,000	\$35M	\$350K	n/a	15	12	6	0	33	7	0	9	3	19	1	52
2	Chemistry Renovation/Remodel	\$10,000,000	\$28M	\$280K	n/a	17	13	7	0	37	10	0	10	3	23	2	60
3	Howard Phillips Hall Renovation/Remodel	\$12,400,000	\$40M	\$400K	n/a	8	3	2	0	19	5	0	7	5	17	3	36
4	Learning Laboratory	\$69,159,431	\$61M	\$610K	\$1.7M	20	5	15	2	42	0	0	0	0	0	4	42
5	Performing Arts Complex, Phase II	\$77,500,000	\$69M	\$690K	\$1.8M	11	0	10	5	35	0	0	0	0	0	5	35
6	Research II	\$88,285,689	\$78M	\$780K	\$1.5M	5	20	5	2	32	0	0	0	0	0	6	32
7																7	
8																8	
9																9	
10																10	
11																11	

SAMPLE



STEP 2 – EVALUATE FOR FUNDING STRATEGY

Funding Strategy	Determine correct funding source for each project
CIP	PECO CITF Debt Fundraising
FCOB	E&G Operating Carryforward DSO Auxiliary Contracts & Grants Other



PECO Scoring Evaluation Rubric

Project Name		Funding Request	Building Value	Annual Escrow Required	Annual PO&M Request	Anticipated PECO Scoring, based on BOG Methodology						Total Score
						Criteria 1 Prior Legislative Funding	Criteria 2 Maintenance & Infrastructure	Criteria 3 Space Needs Met	Criteria 4 University Priority	Criteria 5 Renovation or Replacement	Criteria 6 New Construction	
						0	15	25	0	15	20	45
PROJECTS	1	Biology Renovation/Remodel	\$21,630,000	\$35M	\$350K	0	12		0	15		27
	2	Chemistry Renovation/Remodel	\$10,000,000	\$28M	\$80K		11		0	9		20
	3	Howard Phillips Hall Renovation/Remodel	\$12,400,000	\$35M	\$40K	0	9		0	7		16
	4	Learning Laboratory	\$69,49,431	\$1M	\$10K	\$1.7M			11	0	0	11
	5	Performing Arts Complex, Phase II	\$77,000,000	\$9M	\$690K	\$1.8M			13	0	0	13
	6	Research II	\$88,285,689	\$8M	\$780K	\$2.5M			9	0	0	9
	7											
	8											
	9											
	10											
	11											

SCHEDULE

NOV

DEC

JAN

FEB

MAR

APR

MAY

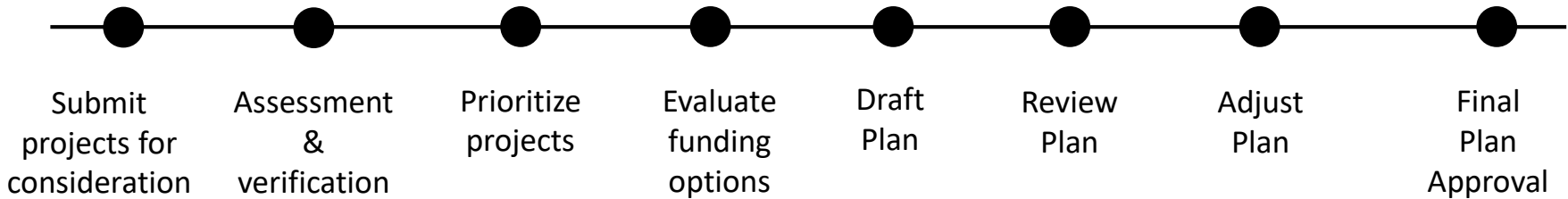
JUN

Identify & Assess

Align & Prioritize

Review Refine
Recommend

Approve



Campus Stakeholders
Facilities
Planning Studies

Facilities Planning
Capital Project Planning Committee
Finance

President Review

President
Cabinet
Board of Trustees