

NOTICE TO PROFESSIONAL CONSULTANTS
CAMPUS-WIDE SPACE UTILIZATION STUDY
PLANNER/CONSULTANT SERVICES

The University of Central Florida Board of Trustees announces that planning and real estate consulting services will be required for the project listed below:

PROJECT DESCRIPTION

UCF is seeking a professional planner/consultant to conduct a study of the University's existing space use, including an in-depth analysis of current space, recommendations for space needed to support future growth, recommendations related to remote work, and identification of opportunities for re-allocating and re-purposing existing space to meet the current and future needs of the University.

The goal of this study is to develop a plan that will assist the University in identifying space needs and opportunities to optimize the use of existing space. The Space Utilization Study will provide a framework to guide the reconfiguration, renovation and reallocation of space and optimize the organization of space to support the needs of the academic and administrative units.

The study will describe and analyze existing campus conditions, anticipated growth, and opportunities and options for providing optimal space to meet current and future programmatic needs. The study will include approximately 2.86 million assignable square feet (asf) of instructional, research, and administrative space located in approximately 176 buildings.

The University of Central Florida will enter into a contract with the selected firm for a period of one year, with an option to renew for four additional one-year periods. The University has the right to amend the terms of the contract at each annual renewal. Blanket professional liability insurance will be required for this project in the amount of \$2,000,000 and will be provided as a part of Basic Services.

NOTE: The Selection Committee may reject all proposals and stop the selection process at any time. The University also reserves the right to cancel the project at any time. Criminal background checks, and E-verification must be provided for all employees and consultants.

Instructions for submitting a proposal can be found on the Project Fact Sheet. The Project Fact Sheet and PQS Form may be obtained on our website <https://www.fp.ucf.edu/vendors/current-advertisements/> or by contacting: Gina Seabrook, Email: gina.seabrook@ucf.edu, Phone: (407) 823-5894.

We are accepting only electronic submissions, to be uploaded at:
<https://ucf.bonfirehub.com/opportunities/71700>

Submittals must be received by 5:00 p.m. local time August 22, 2022. Late submissions or additional documentation will not be accepted.