

NOTICE TO ARCHITECTS

The University of Central Florida Board of Trustees announces that services in the disciplines of architecture (prime) and sub-consulting services (civil, structural, mechanical, electrical, plumbing, fire protection, interior design, cost estimating, and landscaping) will be required for the project listed below:

Project No.: UCF-615

Project and Location: Howard Phillips Hall Remodel/Renovation, University of Central Florida, main Campus, 4297 Andromeda Loop N, Orlando, FL 32816.

The project will consist of the planning, design, and construction administration of remodel/renovation of Howard Phillips Hall (HPH) to include a comprehensive reconfiguration of its interior spaces to optimize space utilization. The existing building comprises four stories and 64,619 gross square feet. The project intent is to transform the existing building into a one-stop shop for student services. Anticipated program elements include (but are not limited to) study abroad, student accessibility services, advising, advocacy / student care services, first year experience, student financial services (bursar), and testing center. The project may also include an added 2-story lobby space facing the reflecting pond, providing a new main entry to the building.

The total project cost is expected to be approximately \$34,000,000, with a construction cost of approximately \$27,000,000. The project size, scope, and budget may be changed at UCF's discretion, and this project is subject to the availability of funding.

All firms applying must be licensed Engineers in the State of Florida by the Florida Department of Business and Professional Regulation at the time of application and, if a Corporation, registered to operate in the State of Florida by the Department of State, Division of Corporations. 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. Basic Services fee calculations will use the DMS fee curve as a maximum, and the Basic Service fee will include all services listed on the UCF "Basic and Additional Services for Major and Minor Projects" policy, found at this link: <https://www.fp.ucf.edu/resources/contract-documents/>.

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.

Instructions for submitting a proposal can be found on the Project Fact Sheet. The Project Fact Sheet and Professional Qualifications Supplement 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/196956>

Submittals must be received by 5:00 p.m. local time September 12, 2025. Late submissions or additional documentation will not be accepted.