



UNIVERSITY OF CENTRAL FLORIDA

Facilities and Business Operations

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Orlando, FL 32816-3600

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Dear Colleagues,

As we all work toward implementation of our recently approved strategic plan, we are launching a campus-wide space utilization study aimed at leveraging our significant investment in physical spaces.

More specifically, the results of this project will help us identify action items that we can take to meet the goals tied to student success and well-being, community and culture, and innovation and sustainability. Some likely examples include:

- Increasing space efficiencies on campus, thereby allowing a consolidation of UCF uses within Research Park to create opportunities for new revenue sources from third-party rental agreements that also create adjacencies to private companies increasing potential collaboration between faculty, students and industry.
- Create greater opportunities to meet programmatic space demands called for in the strategic plan with a more efficient use of our current real estate portfolio that falls in line with current funding methodologies that create easier pathways for projects involving the renovation of existing space versus new construction.

To help us do this, we have hired an experienced consulting team to assist with the study. Throughout the next nine months, the consultants will assess the condition and usage of several types of spaces across our campuses, and the UCF Foundation leased space and Partnership Buildings in Research Park. The consultants will also review our classroom scheduling procedures and utilization policies.

At the completion of this study, the consultants will provide UCF with:

- An in-depth analysis of current space utilization
- Recommendations for increasing space-use efficiencies
- An analysis of methods to improve space solutions in support of flexible work arrangements
- Identification of opportunities for re-allocating and re-purposing existing space to meet current needs

Your involvement will be a critically necessary part of this study through interviews and focus groups to collect your feedback on a variety of topics, including department-controlled classrooms and approaches to flexible work environments. Please also bear with us as we spend time in your offices, classrooms and labs to verify and collect data about your spaces.

Accurate accounting is crucial to the process, and we are appreciative of your patience and cooperation.

We are eager to begin working with you on this project. **We look forward to seeing you at the upcoming scheduled meetings and the subsequent focus group meetings.** It is our goal to complete the first round of interviews during the dates of December 6th through December 9th, so please be on the lookout for more communication from our staff in the very near future as we begin scheduling these sessions.

For more information, please see the presentation provided and feel free to reach out for more information.

Sincerely,
Jon Varnell
Vice President, Facilities and Business Operations

Jon Bates
Assistant Vice President, Real Estate