

2.11.2 The institution has adequate physical resources to support the missions of the institution and the scope of its programs and services (Physical resources).

Narrative: Physical Resources

The University of West Florida main campus is located on 1,647 acres in Pensacola, Florida. Additionally, the University uses facilities at five (5) branch campus locations. The University owns an additional 152 acres on Santa Rosa Island, east of Pensacola Beach, and borders the Gulf of Mexico and Santa Rosa Sound. The Office of Facilities Development and Operations (FDO), within the Division of Business, Finance, and Facilities, is responsible for physical resource campus development, improvement, and operations. Reporting Departments to FDO are Facility Planning, Maintenance, and Construction (FPMC), and the Office of Utilities, Energy and Sustainability (UES).

Planning and Utilization

Florida Statute 1013.30 requires each institution within the State University System (SUS) to develop a Campus Master Plan and update it each five (5) years. The Office of FDO coordinates this process. This document provides a long-range planning tool for identifying facility needs for the subsequent ten (10) year period.

(1)http://www.leg.state.fl.us/statutes/index.cfm?mode=View%20Statutes&SubMenu=1&App_mode=Display_Statute&Search_String=1013.30&URL=1000-1099/1013/Sections/1013.30.html. This Plan was strategically executed as an organizational tool that will enable the University to plan for future capital development and improvements that continued the “urban infill” of increased density, or locating buildings closer in proximity, planning for increased size, scale (intensity/height), and planning for increased unique outdoor gathering and formal spaces. A Campus Master Plan Update Committee followed a comprehensive process aligned with Florida Statutes 1013.30 and 1013.31, and represented by students, faculty, staff, and administration. The planning process for this update cycle was undertaken over a period of one year, and reflected strategic thinking and anticipated growth as determined by the University, prior to and during the master planning process. Although the update was required at a five-year interval, the University decided to plan for longer-term goals of enhancing student life and campus character by creating a more traditional collegiate environment. The current Campus Master Plan Update 2011-2016 was approved by the Board of Trustees in June 14, 2012 (2)

<http://uwf.edu/campusmasterplan/>. This Plan included the conceptual Athletics Facilities Master Plan completed in December 2010 (3). Prior to approval, the Plan received the Board’s concurrence with the general direction of the Plan on December 9, 2011 (4). http://www.uwf.edu/trustees/Sep21_12/BOT061412MN.pdf. The Plan elements included academic mission and program identification, urban design, land use, academic facilities, support facilities, housing, recreation and open spaces, utilities, roadways and transportation, conservation, capital improvements program, architectural design guidelines, landscape design, facilities management, and coastal management. Subsequent to December, 2011, the University held two (2) public meetings on the proposed Campus Master Plan Update.

The proposed Plan was submitted to the Escambia County Government (5A) [Letter to Escambia County Government – Campus Master Plan Update June, 2012](#) (5B) [Development Agreement – Escambia County and UWF- Part 1](#)(5C)[Development Agreement Escambia County and UWF – Part 2](#), the University’s host county to assess public road and utility infrastructure impact. Further, applicable governmental agencies received the proposal Plan for a ninety (90) day time period for review and comment. The public meetings included neighbors close to the University, Escambia County administration, students, faculty, staff, and administration (6) <http://www.uwf.edu/trustees/meetings/1536580PNJ.pdf> . **Florida Statute 1013.31** requires each institution in the SUS system to conduct an [Educational Plant Survey](#) every five (5) years to support development of new facilities. The required report is a systematic study of the present educational and support facilities to determine future needs. (7) http://www.leg.state.fl.us/statutes/index.cfm?mode=View%20Statutes&SubMenu=1&App_mode=Display_Statute&Search_String=1013.31&URL=1000-1099/1013/Sections/1013.31.html. The report is the basis the Florida Board of Governors (FBOG) uses to propose state funding for appropriate educational program functions and services for each student based on projected full-time equivalent (FTE) enrollment growth. The FBOG coordinates the on-site visit consisting of peer institutional Facilities staff representatives. This Survey Team, as coordinated by the BOG, has two purposes, a) to confirm the current [space inventory](#) is consistent with BOG data, and b) performs a subsequent [space needs assessment](#) process that aligns institutional growth with the Campus Master Plan. These processes were completed during the fall of 2011 and spring of 2012 respectively (8) <http://uwf.edu/facilities/SACS%202012%20Files/Educational%20Plant%20Survey.pdf>. The University was approved for 86,950 of Net Assignable Square Feet (N.A.S.F.) of new state-funded space (9) <http://uwf.edu/facilities/SACS%202012%20Files/BOG%20Needs%20Assessment%20Recommendation%20Letter.pdf> (10) <http://uwf.edu/facilities/SACS%202012%20Files/Table%208%20Net%20Assignable%20Square%20Feet%20for%20Fixed%20Capital%20Outlay.pdf>.

The University has organized a [Facility Planning Advisory Committee](#) (FPAC) (11) https://nautical.uwf.edu/files/org/FPSUB/Facilities_Planning_and_Advisory_Committee_Charter.11_09_2012.pdf, with two subcommittees: a) Space Utilization Committee (12) https://nautical.uwf.edu/files/org/SPACEUTIL/Space_Utilization_Committee_Charter_Revision.11_09_2012.pdf, and b) Environmental Conservation and Beautification Committee (13) https://nautical.uwf.edu/files/org/ENVCONS/ECBC_Charter_Revision.11_09_2012.pdf. The FPAC annually prepares and recommends two (2) five-year proposed project plans for the President’s Cabinet. This Committee has student, faculty, staff, and administration representation (14) <https://nautical.uwf.edu/org/members/members.cfm?orgunitid=FPSUB> . Projects are comprehensively solicited annually that result with the FPAC updating the two Plans. The most recent solicitation letter was sent to campus leaders January 10, 2013 (15) http://uwf.edu/facilities/SACS%202012%20Files/Campus_Proposal_Solicitation_Letter2013.pdf. Meeting minutes are recorded for each Committee meeting. Minutes for two meetings are provided (16) <http://uwf.edu/facilities/SACS%202012%20Files/Dec%202013%20Minutes.pdf> (17) <http://uwf.edu/facilities/SACS%202012%20Files/March%2028%202013%20FPAC%20Minutes.pdf>.

Future project funding requests are included on the UWF Five-Year Capital Improvement Plan (CIP). The CIP is the instrument UWF uses to obtain funding for state funded projects identified in the University's Campus Master Plan and Educational Plant Survey. The Office of the Associate Vice President for Facilities Development and Operations prepares and submits this Plan annually to the President for consideration. Subsequently, with Presidential approval, the Plan is submitted to the UWF Board of Trustees for consideration of approval (18a) <http://uwf.edu/facilities/SACS%202012%20Files/2013-%2007%20-%2009%20CIP.2.FY2014.2015.FINAL.July.2013.pdf> (18b) [2013-12-13 AmendedBOTApprovedCIP2FY14.15-18.19.pdf](http://uwf.edu/facilities/SACS%202012%20Files/2013-12-13-AmendedBOTApprovedCIP2FY14.15-18.19.pdf) .This State allocation has been appropriated to ensure physical resources were adequate to serve the needs to the institution's educational programs, support services, and mission-related activities, as the institution's enrollment increases. Photos of completed major capital projects are provided:

- (19) <http://uwf.edu/facilities/SACS%202012%20Files/Childcare.jpg>
- (20) <http://uwf.edu/facilities/SACS%202012%20Files/Science%20and%20Engineering.jpg>
- (21) <http://uwf.edu/facilities/SACS%202012%20Files/Heritage%20Hall.jpg>
- (22) <http://uwf.edu/facilities/SACS%202012%20Files/Building%2070.jpg>
- (23) <http://uwf.edu/facilities/SACS%202012%20Files/College%20of%20Business.jpg>
- (24) <http://uwf.edu/facilities/SACS%202012%20Files/Presidents%20Hall.jpg> .

The Utilities Infrastructure/Capital Renewal/Roofs Five Year Plan identifies deferred maintenance and prioritizes major capital cyclic maintenance projects to ensure major systems and components installation for current needs and future growth (25)

<http://uwf.edu/facilities/SACS%202012%20Files/2013-04-18%20UICRR%20Plan%20-%20jr.pdf>. The Minor/Small Projects Sum of the Years Digits Five-Year Plan identifies and prioritizes small projects valued at less than \$2 Million dollars. The final approval of this Minor/Small projects plan resides at the President's Cabinet. The proposed Plan includes planned projects addressing the existing Americans with Disabilities Act (ADA) deficiencies, health and life safety deficiencies, non-recurring remodeling/changes of space use, and recurring maintenance projects to sustain useful facility life (26)

<http://uwf.edu/facilities/SACS%202012%20Files/PECO%20Formula%20Funded%20Plan.pdf>.

Separate and apart from the FPAC comprehensively solicited process, the Office of FDO has responsibility to ensure infrastructure systems and components provide reliable service. The state has provided an annual allocation for infrastructure improvements to existing facilities. The Office of FDO has responsibility for retaining an updated "UWF Building Condition and Vehicular Roadway Condition Assessment Report (27)

<http://uwf.edu/facilities/SACS%202012%20Files/Building%20Condition%20Assessment%20Report.pdf>.

The University will contract with a consultant during fiscal year 2014-2015 to perform a "Building Condition Assessment" for education and general buildings (state funded). The report is planned for completion May 30, 2014. This Report is reviewed monthly, or at appropriate intervals, to plan for fund allocation to resolve deficiencies.

The University has organized a "Capital Improvement Trust Fund Committee" to evaluate and prioritize projects for non-educational and administrative buildings, i.e., student unions, recreation buildings, etc.

The Committee, with membership of fifty (50) percent students, that prepares and recommends a project plan to the President.

(28) http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&URL=1000-1099/1009/Sections/1009.24.html

(29) http://uwf.edu/facilities/SACS%202012%20Files/UWF_CITF%20Capital%20Projects%20List_2012.pdf

Maintenance

UWF recognizes its responsibility to preserve its campus and its investment in facilities, the ongoing maintenance of University facilities and property is a high institutional priority. A challenge for many universities is the age of facilities and monetary deferred maintenance backlog that exists resulting with facility availability for students, faculty, and staff. The Florida State University System Institutions receive state appropriations for “cyclic capital renewal and deferred maintenance (CRDM)” within Education and General (state-owned) buildings and utility infrastructure (30) [Chart of UICRR 10 Years](#). This term is used to define the expected useful life of a building component or system. After this estimated time has elapsed, (i.e., 25 years for an air-handler, etc.), and without replacement, the air-handler component will be defined as “capital renewal and deferred maintenance.” The University of West Florida evaluates each two years the condition of physical facilities using a “Facilities Condition Index (FCI).” The FCI, a ratio of accumulated deferred maintenance to current replacement value, is an important facilities profession benchmark authored by the “Association of Higher Education Facilities Officers,” known as APPA, for comparisons with other institutions having similar missions. The University of West Florida is primarily a public, 4-year, undergraduate institution. However, the University grants doctoral degrees in selected programs. The FCI is useful for setting annual goals to address deferred maintenance and prioritize projects. However, the FCI alone is not the only evaluation used to prioritize CRDM. The Facilities staff carefully evaluates CRDM to ensure the highest probability for component and/or system reliability. A detailed facilities audit is the best method to determine CRDM for a University. However that method has not been used due to being unaffordable given availability of resources. During FY2014/2015, F.D.O. plans to request internal University funds to complete an updated CRDM report.

The FCI calculation is:

Estimated Value of Deferred Maintenance of Education and General Buildings and Infrastructure divided By Estimated Current Replacement Value:

$$\text{UWF FCI} \frac{(\$60,000,000 \text{ @ UWF, June 2012})}{(\$540,191,000 \text{ @ UWF, June 2012})} \text{ equals 11 percent}$$

In summary, 11 percent is the amount that UWF would have to spend to eliminate CRDM. A general guideline from APPA is that an FCI should be held below 5 percent. Realizing the magnitude of the problem, the University of West Florida decided to internally reallocate operating monies beginning in FY2012/2013 to assist with the most critical cyclic CRDM. In part, Facilities leadership has used those monies to address cyclic CRDM projects that have the added benefit of replacing equipment/components with more efficient components having paybacks of the installed cost of less than 5 years due to reduced purchased utilities consumption. These savings lessen/decrease the CRDM backlog and annual operating costs (31) [Utilities- CRDM Project Examples](#) .

The State of Florida has appropriated Public Education Capital Outlay (P.E.C.O.) and Facilities Challenge Grant Match monies to fund this Plan. State resources have become very limited resulting with the State Legislature assembling a Facilities Task Force during the past year to evaluate the best approach for future capital development and improvements. The Task Force included evaluation of fund resources and flexibility for state-owned and non-state-owned facilities (32) <http://www.flbog.edu/about/taskforce/doc/Final-Report-Facilities-Task-Force-2012.pdf>.

The Department of Facility Planning, Maintenance, and Construction (FPMC) is responsible for space management, project management, design and survey records management, and facility maintenance trades functions. This Department updates the “[Building Design and Construction Standards](#)” at two-year intervals to ensure minimum quality requirements are incorporated within new construction, utilities/capital renewal, maintenance, and renovation projects (33) <http://uwf.edu/aeservices/internal/bdcs.pdf>. The University, a member of the [U.S. Green Building Council](#), has identified this Organization’s “[Leadership with Energy and Environmental Design](#)” (L.E.E.D.) project sustainability certification of “silver” as the minimum quality standard.

The University offers face-to-face instruction at multiple branch campus locations. The University shares space on the following campuses, a) 123,870 Gross Square Feet (GSF) at the [Northwest Florida State College](#), a campus comprising 123,870 Gross Square Feet (GSF), in Ft. Walton Beach, FL. The campus comprises a Library having 30,000 GSF, 24 classrooms, 24 teaching laboratories, 65 offices, and 7 student study rooms, b) the [University of Florida Research and Engineering Education Facility \(REEF\)](#), near Eglin Air Force Base, Shalimar, FL. The University occupies 4,378 GSF, comprising 3 classrooms, 3 teaching laboratories, 1 study room, and 5 offices, c) the [Eglin Air Force Base](#), has 4,850 GSF that is shared space with the University, comprising 2 classrooms and 4 offices, d) [Gulf Coast State College, Panama City, FL](#) (there is no shared space Spring semester, 2014, within this facility), e) [Transatlantik Institut, Ludwigshafen, DE](#), the University provides face-to-face instruction within 1 classroom, and f) [Navy Federal Credit Union](#), Pensacola, FL, the University shares 1 classroom. Some educational locations are where students gather to access synchronous web-conferencing. Refer to [UWF Physical Locations- January 2014](#) for bachelor and master degrees offered at this locations (34).

The Department has responsibility for the “Building Inventory” (35) <http://uwf.edu/facilities/SACS%202012%20Files/Building%20Inventory.pdf>, the “Leased Property Inventory” (36) <http://uwf.edu/facilities/SACS%202012%20Files/Leased%20Property%20List.pdf>, and coordinated completion of the “ADA Transition Plan Update” project (37) <http://uwf.edu/facilities/SACS%202012%20Files/ADA%20Transition%20Plan%20Update.pdf>

Reference: <http://uwf.edu/facilities/sacs.cfm>

No.	Title	Link
1	Florida Statute 1013.30	http://www.leg.state.fl.us/statutes/index.cfm?mode=View%20Statutes&SubMenu=1&App_mode=Display_Statute&Search_String=1013.30&URL=1000-1099/1013/Sections/1013.30.html .
2	Campus Master Plan, 2011 - 2021	http://uwf.edu/campusmasterplan/
3	Athletics Facilities Master Plan, Dec. 2010	http://uwf.edu/facilities/SACS%202012%20Files/Athletics%20Facilities%20Master%20Plan.pdf
4	BOT Campus Master Plan Approval – June 2012	http://www.uwf.edu/trustees/Sep21_12/BOT061412MN.pdf
5A	Letter to Escambia County Government- CMP Update- February 2012	Letter to Escambia County Government – Campus Master Plan Update June, 2012
5B	Campus Development Agreement – UWF and Escambia County, FL - Part 1	Development Agreement – Escambia County and UWF- Part 1
5C	Campus Development Agreement – UWF and Escambia County, FL – Part 2	Development Agreement Escambia County and UWF – Part 2
6	Public Notice of Meeting	http://www.uwf.edu/trustees/meetings/1536580PNJ.pdf
7	Florida Statute 1013.31	http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&Search_String=&URL=1000-1099/1013/Sections/1013.31.html
8	Educational Plant Survey, Feb. 2012	http://uwf.edu/facilities/SACS%202012%20Files/Educational%20Plant%20Survey.pdf
9	B.O.G. Needs Assessment Recommendation Letter, May 2012	http://uwf.edu/facilities/SACS%202012%20Files/BOG%20Needs%20Assessment%20Recommendation%20Letter.pdf
10	Table 8 Net Assignable Square Feet for Fixed Capital Outlay, Aug. 2011	http://uwf.edu/facilities/SACS%202012%20Files/Table%208%20Net%20Assignable%20Square%20Feet%20for%20Fixed%20Capital%20Outlay.pdf
11	Facilities Planning Advisory Committee Charter, Feb 2013	https://nautical.uwf.edu/files/org/FPSUB/Facilities_Planning_and_Advisory_Committee_Charter.11_09_2012.pdf
12	Space Utilization Committee Charter, Feb 2013	https://nautical.uwf.edu/files/org/SPACEUTIL/Space_Utilization_Committee_Charter_Revision.11_09_2012.pdf

13	Environmental Conservation and Beautification Committee Charter, Feb 2013	https://nautical.uwf.edu/files/org/ENVCONS/ECBC_Charter_Revision.11_09_2012.pdf
14	Facilities Planning Advisory Committee	https://nautical.uwf.edu/org/members/members.cfm?orgunitid=FPSUB .
15	Campus Solicitation Letter, Jan. 2013	http://uwf.edu/facilities/SACS%202012%20Files/Campus_Proposal_Solicitation_Letter2013.pdf
16	Facilities Planning Advisory Committee Meeting Minutes, December 2012	http://uwf.edu/facilities/SACS%202012%20Files/Dec%2013%20Minutes.pdf
17	Facilities Planning Advisory Committee Meeting Minutes, March 2013	http://uwf.edu/facilities/SACS%202012%20Files/March%2028%202013%20FPAC%20Minutes.pdf
18a	FY2014-15/2018-19 Fixed Capital Outlay Plan, June 2013	http://uwf.edu/facilities/SACS%202012%20Files/2013-%2007%20-%2009%20CIP.2.FY2014.2015.FINAL.July.2013.pdf
18b	FY2014-15/2018-19 Fixed Capital Outlay Plan, Approved June 2013- BOT Amended- December 2013	2013-12-13 AmendedBOTApprovedCIP2FY14.15-18.19.pdf
19	Photo: Childcare – Completed February 2009	http://uwf.edu/facilities/SACS%202012%20Files/Childcare.jpg
20	Photo: Science and Engineering – Completed December 2009	http://uwf.edu/facilities/SACS%202012%20Files/Science%20and%20Engineering.jpg
21	Photo: Heritage Hall – Completed August 2012	http://uwf.edu/facilities/SACS%202012%20Files/Heritage%20Hall.jpg
22	Photo: Bldg 70 – Completed Dec. 2011	http://uwf.edu/facilities/SACS%202012%20Files/Building%2070.jpg
23	Photo: College of Business – Completed Aug. 2012	http://uwf.edu/facilities/SACS%202012%20Files/College%20of%20Business.jpg
24	Photo: Presidents Hall – Completed Aug 2012	http://uwf.edu/facilities/SACS%202012%20Files/Presidents%20Hall.jpg
25	Utilities Infrastructure/Capital Renewal/Roofs Five Year Plan	http://uwf.edu/facilities/SACS%202012%20Files/2013-04-18%20UICRR%20Plan%20-%20jr.pdf
26	FY2013-14/2017-18 Minor Project Formula Funded Plan - March 2013	http://uwf.edu/facilities/SACS%202012%20Files/PECO%20Formula%20Funded%20Plan.pdf
27	UWF Building and Vehicular Roadway Condition Assessment Report 2012	http://uwf.edu/facilities/SACS%202012%20Files/Building%20Condition%20Assessment%20Report.pdf
28	Florida Statute 1009.24	http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&URL=1000-1099/1009/Sections/1009.24.html
29	Capital Improvement Trust Fund Committee Plan, 2012	http://uwf.edu/facilities/SACS%202012%20Files/UWF_CITF%20Capital%20Projects%20List_2012.pdf
30	Chart of UICRR 10 Years	Chart of UICRR 10 Years
31	CRDM Project Examples- August 08, 2013	CRDM Project Examples
32	Facilities Task Force Report to the Florida Board of Governors, Nov. 2012	http://www.flbog.edu/about/taskforce/_doc/Final-Report-Facilities-Task-Force-2012.pdf
33	Building Design and Construction Standards – December 2010	http://uwf.edu/aeservices/internal/bdcs.pdf

34	UWF Branch Campus Locations	UWF Physical Locations- January 2014
35	Building Inventory Report	http://uwf.edu/facilities/SACS%202012%20Files/Building%20Inventory.pdf
36	Leased Property Inventory, March 2013	http://uwf.edu/facilities/SACS%202012%20Files/Leased%20Property%20List.pdf
37	ADA Transition Plan Update – Nov. 2009	http://uwf.edu/facilities/SACS%202012%20Files/ADA%20Transition%20Plan%20Update.pdf