
 <b>UCF</b>  <b>Environmental Health and Safety</b>	<b>Effective Date:</b> 05/08/2019	<b>Instruction Number:</b> EHS_SOP501_INST001
	<b>Revision: 0</b>	<b>Page 1 of 3</b>
	<b>Approved by</b>  <b>Date: 5/16/19</b>	
<b>TITLE:</b>  Construction Costs		

## 1. APPLICABILITY

The following instruction applies to all UCF entities authorizing vendors, contractors and their sub-contractors to work on university-owned or operated facilities and university-affiliated Direct Support Organization facilities and leased spaces.

## 2. PROCEDURE STATEMENT

This instruction contains the fee-schedule for the State Fire Marshall in addition to building permit reviews, re-inspections, and scanning performed by the UCF Building Code Office.

## 3. DEFINITIONS

**Building Codes:** A series of ordinances enacted by the state/local government establishing minimum requirements that must be met in the construction and maintenance of buildings.

**Building Applications - Permits:** A formal approval and review process to ensure that the plans for construction comply with the local area's land use and construction standards.

**Building Inspection:** An inspection performed by a certified building inspector to make professional judgment to ensure building code requirements are met throughout different stages of completion.

**Building Re-inspection:** A repeat inspection carried out after a previous inspection did not meet building code. Re-inspection fees apply.

**Building Re-inspection Fees:** Fees charged for re-inspection, which are conducted to ensure compliance with an Official Notice (Previous inspection report details failed inspection reasons).

**Permit:** A license to proceed with the work.

#### 4. RESPONSIBILITY

By the authority delegated from the university President, the UCF Building Code Office and its Building Official will follow and ensure compliance with the Florida Building Code scope and Florida Fire Prevention Code.

#### 5. ASSOCIATED DOCUMENTS

EHS\_SOP501 Building Code Program

#### 6. INSTRUCTION

##### State Fire Marshall Fees:

SFM fees are calculated as part of the Construction Cost (Construction Cost x 0.0025 with a \$100 minimum). All SFM fees are non-refundable

##### Building Permit Fees:

Building permit fees are based on a sliding scale and are automatically calculated on the application here:

<http://ehs.ucf.edu/sites/default/files/buildingcode/BldgPermitApplication2018.pdf>

Expedite fee \$550.

Temporary Certificate of Occupancy Fee \$550.00

Any additional reviews beyond the 2 revision will be billed at a cost of \$78.00 per hour.

##### Re-inspection Fee Schedule:

Building Code Fees Per Inspection				
	Prescheduled (Failed) Re-inspection	Same Day Re-inspection	Emergency Re-inspection Evenings	Emergency Re-inspection Weekends and Holidays
Time	Monday -Friday 8:00 a.m. – 4:00 p.m.	Monday -Friday 8:00 a.m. – 4:00 p.m.	Monday -Friday 4:00 p.m. - 6:30 p.m.	Weekends and Holidays
Flat Rate	\$150	\$117 per hour	\$117 per hour	\$117 per hour
	Flat Rate	2 hour minimum	2 hour minimum	2 hour minimum

## Scanning

Construction documents scanned by the Building Department will be billed at a cost of \$2.00 per page.

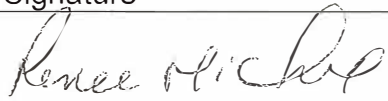
### 7. RECORD KEEPING

### 8. DISTRIBUTION

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- EHS only                                       Facility and Safety                                       UCF community  
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### 9. REVIEW

	Name	Signature	Date
Director	Renee Michel		5/16/19

### 10. DOCUMENT HISTORY

Date	Revision number	Author	Modifications
05/08/2019	0	Roy Johnston	Initial release