



Universal Institute Charter School

800 South 15th Street, Philadelphia, PA 19146
Telephone: 267-732-6518 / Fax: 267-273-1530
www.universalcompanies.com

Request for Proposal

*Architecture and Engineer Services Of Three
Buildings
located at
766-772 S.Broad Street*

*Prepared by Mr. Lawrence Threadgill,
Director of Facilities
For
Universal Family of Schools*



Scope of Work Services

Definition of Work:

Date: September 30th , 2026

From: Lawrence Threadgill, Director of Facilities

Re: Renovation of 764-772 S. Broad Street

Scope of Service- Architect shall provide detail schematics design for the renovation of the space located at 764-772 S. Broad Street.

Detailed Scope of Work-Architect shall develop schematic design for the comprehensive renovation of the gymnasium, restrooms, kitchen, lunchroom and the total number of classrooms that can be developed in this space. The design should include the following:

Gymnasium- Design an adaptable, open-concept layout configured for multi-use group activities and a regulation or modified basketball court (depending on clear square footage).

Auditorium: Define fixed or flexible seating capacities and multi- functional stage equipped with basic theatrical lighting and av connection

Kitchen and Lunchroom- Efficient operational flow between the kitchen area and the lunchroom dining for serving and feeding a total of 75 scholars per lunch

Bathroom- multi- stall and accessible bathrooms for both scholars and adults

Classrooms (1st to 3rd floor) Maximize the remaining space for educational space that can be efficiently and legally developed within the space.

As the Architect/ Engineer, we are looking for you to guide us in the development of this property. Based on your assessment of the property, is the building structurally sound to accommodate the renovation and can you determine the best way to phase this project based on the accommodate the renovation and can you determine the best way to phase this project base on the following:

Phase 1: Design of gymnasium

Phase 2: Design of auditorium

Phase 3: Additional Classrooms



Universal Institute Charter School

801 S. 15th Street

Philadelphia, PA 19146

Telephone: 267-703-8305 / Fax: 267-273-1530

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Submission Requirements

All proposals are due no later than Wednesday October 14th, 2026 at 3:30pm to Mr. Lawrence Threadgill, Director of Facilities at lthreadgill@universalcompanies.org or 800 south 15th Street Street , Philadelphia, PA 19146

All proposals must include a breakdown of the cost estimation for the school along with a project timeline identifying the amount of time needed to complete the scope of services.

All questions should be directed to Mr. Lawrence Threadgill at 267-210-0376 or lthreadgill@universalcompanies.org.



**Universal Companies
Operations Department**

1427 Catherine Street, 4th Floor
Philadelphia, PA 19146

Telephone: 267-703-8305 / Fax: 267-273-1530

www.universalcompanies.com

Submittal Cover Page

Company Name: _____

Contact Person: _____

Address: _____

Telephone #: _____

Detail Scope of Service

Office Use Only

☐

Approved

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Denied

Reason

Authorized Signature

Date