



# Budget, Finance and Facilities Committee Meeting

## Presided by Trustee Kimberly Moore

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August 14, 2020



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# **ACTION ITEM:**

## **June 3, 2020 Minutes**

**Trustee Kimberly Moore**

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**ACTION ITEM:**  
**Amendment to Board Policy #2005-A**  
**Continuing Services Approvals**

**Dr. Alan Robertson**  
**Vice President for Finance & Administration / CFO**

# Amendment to BOT Policy 2005-A

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## Subject

Amendment to BOT Policy # 2005-A: Increasing Continuing Services Construction Approvals and Increasing Continuing Services Approvals for Design Services

## Background

Amending BOT Policy 2005-A to be consistent with HB 441 that amends sections 255.103(4) and 287.055, Florida Statutes

- Increasing the maximum amount of “continuing contracts” for construction from \$2,000,000 to \$4,000,000
- Increasing the maximum amount of “continuing contracts” for design services from \$200,000 to \$500,000.

# Amendment to BOT Policy 2005-A

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## Rationale

After a competitive selection process, the University's Department of Facilities and Construction Management issues annual continuing services contracts for design or construction of minor projects. Currently minor construction projects do not exceed \$2,000,000 per project – design projects do not exceed \$200,000 per project. Increasing these maximums to be consistent with the revised statutes and to be consistent with other universities in the State University System of Florida will provide greater flexibility and timesaving efficiency in meeting the University's capital maintenance and improvement goals and needs.

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# **ACTION ITEM:**

## **Continuing Services Vendors**

**Dr. Alan Robertson**  
**Vice President for Finance & Administration / CFO**

# Continuing Services Vendor

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## Background

Per the 287.055(2)(g) Florida Statutes:

(2)(g): A “continuing contract” is a contract for professional services entered into in accordance with all the procedures of this act between an agency and a firm whereby the firm provides professional services to the agency for projects in which the estimated construction cost of each individual project under the contract does not exceed \$4 million, for study activity if the fee for professional services for each individual study under the contract do not exceed \$500,000, or for work of a specified nature as outlined in the contract required by the agency, with the contract being for a fixed term or with no time limitation except that the contract must provide a termination clause. Firms providing professional services under continuing contracts shall not be required to bid against one another. The term of this agreement is for an initial period of one year. Owner shall have the option to renew this agreement upon written notice for one (1) additional year at a time up to a total of two (2) additional years.

# Continuing Services Vendor continued

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## **Rationale and Summary:**

The goal was to select five (5) companies from each Category (Architects, Civil, Mechanical-Electrical-Plumbing Engineering - MEP, and Construction Management).

Additional two (2) companies will be selected for Environmental Health and Safety, and two (2) each for Landscaping and Structural Engineering services.



# Continuing Services Vendor continued

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## Process for Procurement

The Request For Qualifications (RFQ) was posted April 10, 2020 and submittals were due May 5, 2020. A selection committee consisting of 5 members was established to evaluate the responses and make recommendations based on the pre-established selection criteria of:

- Past Performance
- Experience and Ability
- Design Ability
- Minority Business Enterprise (MBE) Credit
- Work in Progress
- SUS Work

## Recommendation

The recommendation is for the Board of Trustees to approve the selection of proposed Continuing Services vendors and authorize the President to execute the necessary contracts and agreements. These contracts will be executed after the Board approval and review and comments by Office of General Counsel.

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**ACTION ITEM:**  
**Final FY 2020-2021 University Budget**

**Dr. Alan Robertson**  
**Vice President for Finance & Administration / CFO**

# Final FY 2020-2021 University Budget

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## Background

Pursuant to Section 1011.40(2), Florida Statutes, and Senate Bill, the University has prepared the 2020-2021 Proposed Operating Budget.

The University has also developed the operating budget for each budget entity in accordance with statutory authority, the 2017 General Appropriations Act (GAA), Board of Governors (BOG) Regulation 9.007, and the information contained in the 2020-2021 Allocation Summary and Workpapers.



# Final FY 2020-2021 Operating Budget

	Local Funds <sup>4</sup>								
	Education & General <sup>1</sup>	Contracts & Grants <sup>2</sup>	Auxiliaries <sup>3</sup>	Student Activities	Student Financial Aid	Concessions	Intercollegiate Athletics	Technology Fee	Summary Totals
1 Beginning Fund Balance :	\$ 21,130,194	\$ (2,134,651)	\$ 47,306,862	\$ 77,331	\$ 10,149,757	\$ 352,842	\$ 303,861	\$ 560,693	\$ 77,746,889
2									
3 <u>Receipts/Revenues</u>									
4 General Revenue	\$ 100,412,258								\$ 100,412,258
5 Lottery	\$ 22,663,971								\$ 22,663,971
6 Student Tuition	\$ 67,801,614								\$ 67,801,614
7 Phosphate Research									\$ -
9 Other U.S. Grants		\$ 56,003,865							\$ 56,003,865
10 City or County Grants									\$ -
11 State Grants		\$ 5,304,829	\$ 62,953		\$ 214,650				\$ 5,582,432
12 Other Grants and Donations		\$ 26,000			\$ 28,167,501		\$ 633,485		\$ 28,826,986
13 Donations / Contrib. Given to the State									\$ -
14 Sales of Goods / Services			\$ 22,407,984				\$ 760,000		\$ 23,167,984
15 Sales of Data Processing Services									\$ -
16 Fees			\$ 5,738,696	\$ 3,049,000	\$ 2,575,295		\$ 3,700,000	\$ 1,407,470	\$ 16,470,461
17 Miscellaneous Receipts		\$ 58,686	\$ 1,795,490		\$ 6,528,720				\$ 8,382,896
18 Rent									\$ -
19 Concessions									\$ -
20 Assessments / Services									\$ -
21 Other Receipts / Revenues <sup>4</sup>		\$ 26,309,331	\$ 3,000,000				\$ 410,000		\$ 29,719,331
22 Subtotal:	\$ 190,877,843	\$ 87,702,711	\$ 33,005,123	\$ 3,049,000	\$ 37,486,166	\$ -	\$ 5,503,485	\$ 1,407,470	\$ 359,031,798
23 Transfers In		\$ 7,866,674	\$ 6,507,737			\$ 67,500	\$ 1,200,000		\$ 15,641,911
24 Total - Receipts / Revenues:	\$ 190,877,843	\$ 95,569,385	\$ 39,512,860	\$ 3,049,000	\$ 37,486,166	\$ 67,500	\$ 6,703,485	\$ 1,407,470	\$ 374,673,709

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# Final FY 2020-2021 Operating Budget

	Local Funds <sup>4</sup>								
	<u>Education &amp; General<sup>2</sup></u>	<u>Contracts &amp; Grants<sup>2</sup></u>	<u>Auxiliaries<sup>2</sup></u>	<u>Student Activities</u>	<u>Student Financial Aid</u>	<u>Concessions</u>	<u>Intercollegiate Athletics</u>	<u>Technology Fee</u>	<u>Summary Totals</u>
26 <u>Operating Expenditures</u>									
27 Salaries and Benefits	\$ 139,253,077	\$ 25,896,541	\$ 9,792,971	\$ 162,443	\$ 424,166		\$ 3,094,524		\$ 178,623,722
28 Other Personal Services	\$ 4,695,528	\$ 11,486,814	\$ 2,509,875	\$ 131,590	\$ 140,750		\$ 200,092		\$ 19,164,649
29 Expenses	\$ 42,070,291	\$ 45,110,198	\$ 27,500,068	\$ 1,132,688	\$ 36,498,597	\$ 71,790	\$ 3,208,869	\$ 1,610,736	\$ 157,203,237
30 Operating Capital Outlay	\$ 150,704	\$ 2,016,425	\$ 185,000					\$ 150,000	\$ 2,502,129
31 Risk Management	\$ 1,482,953								\$ 1,482,953
32 Financial Aid	\$ 624,417								\$ 624,417
33 Scholarships									\$ -
34 Waivers	\$ 130,838								\$ 130,838
35 Finance Expense	\$ 1,514,846		\$ 381,000						\$ 1,895,846
36 Debt Service									\$ -
37 Salary Incentive Payments									\$ -
38 Law Enforcement Incentive Payments	\$ 14,799								\$ 14,799
39 Library Resources	\$ 775,689								\$ 775,689
40 Institute of Government									\$ -
41 Regional Data Centers - SUS									\$ -
42 Black Male Explorers Program	\$ 164,701								\$ 164,701
43 Phosphate Research									\$ -
44 Other Operating Category (Provide Details)									\$ -
45 Total Operating Expenditures :	\$ 190,877,843	\$ 84,509,978	\$ 40,368,914	\$ 1,426,721	\$ 37,063,513	\$ 71,790	\$ 6,503,485	\$ 1,760,736	\$ 362,582,980
46									
47 <u>Non-Operating Expenditures</u> (*Amounts provided as provisional estimates pending final approval and certification of Carryforward Spending Plan and Fixed Capital Outlay Budget at a later date)									
48 * Carryforward (From Prior Period Funds)	\$ 21,130,194								\$ 21,130,194
49 * Fixed Capital Outlay									\$ -
50 Transfers Out <sup>5</sup>		\$ 4,626,509	\$ 6,568,587	\$ 1,537,807				\$ 79,381	\$ 12,812,284
51 Other <sup>7</sup>									\$ -
52 Total Non-Operating Expenditures :	\$ 21,130,194	\$ 4,626,509	\$ 6,568,587	\$ 1,537,807	\$ -	\$ -	\$ -	\$ 79,381	\$ 33,942,478
53									
54 Ending Fund Balance :	\$ -	\$ 4,298,247	\$ 39,882,221	\$ 161,803	\$ 10,572,410	\$ 348,552	\$ 503,861	\$ 128,046	\$ 55,895,140
55									
56 Fund Balance Increase / Decrease :	\$ (21,130,194)	\$ 6,432,898	\$ (7,424,641)	\$ 84,472	\$ 422,653	\$ (4,290)	\$ 200,000	\$ (432,647)	\$ (21,851,749)
57 Fund Balance Percentage Change :	-100.00%	-301.36%	-15.69%	109.23%	4.16%	-1.22%	65.82%	-77.16%	-28.11%

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# **INFORMATION ITEM:**

## **Pandemic Financial Planning Scenarios**

**Dr. Alan Robertson**  
**Vice President for Finance and Administration / CFO**



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# **INFORMATION ITEM: Project Updates – University Construction / Operations**

**Dr. Alan Robertson  
Vice President for Finance and Administration / CFO**

# Major Capital Projects Update

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❖ **Center for Access and Student Success (CASS)**

❖ **700 Bed Residence Hall**

❖ **Central Energy Plant (CEP)**

❖ **FAMU Student Service Center Dining Hub**

❖ **Student Amphitheater**



# Center for Access and Student Success (CASS)





# Center for Access and Student Success (CASS)

<b>Project Status Report:</b>		<b>Budget: \$41,000,000</b>	<b>Date: 8/14/2020</b>	
Project #:	Project Name:	University Project Manager:	<b>Project Status:</b>  <b>Material Delay</b>	
BRFM 337	Center for Access and Student Success	David Rosenfeld/Craig Talton		
Design Status (% Complete):	Designer:	Substantial Completion Date:		
100%	JRA Architects	Nov 10, 2020		
Construction Status (% Complete):	Contractor:	Occupancy Date:		
72%	Ajax Construction	Dec 31, 2020		
<b>Timely Completion Risk:</b>		COVID-19, Material Delivery		
<b>Mitigation Strategy:</b>		Contractors Following State & Federal Guidelines		
Project Contracts:	Expenses:	Encumbrances:	Remaining:	
\$41,000,000	\$23,514,510	\$13,924,163	\$3,561,327	



# 700-Bed Residence Hall





# 700 Bed Residence Hall

<b>Project Status Report:</b>		<b>Budget: \$58,398,023</b>		<b>Date: 8/14/2020</b>	
Project #:	Project Name:	University Project Manager:	<b>Project Status:</b>		
BRFM 343	700 Bed Residence Hall	David Rosenfeld/Craig Talton			
Design Status (% Complete):	Designer:	Substantial Completion Date:			
100%	Finrock Design Inc.	July 27, 2020			
Construction Status (% Complete):	Contractor:	Occupancy Date:			
100%	Construct Two Group (CTG)	August 11, 2020			
<b>On Time</b>					
<b>Timely Completion Risk:</b>					
<b>Mitigation Strategy:</b>					
Project Contracts:	Expenses:	Encumbrances:	Remaining:		
\$55,850,825	\$48,240,438	\$7,265,683	\$344,704		

# Central Energy Plant (CEP)





# Central Energy Plant (CEP)

<b>Project Status Report:</b>		<b>Budget: \$3,363,348</b>		<b>Date: 8/14/2020</b>		
Project #:		Project Name:		University Project Manager:		<b>Project Status:</b>
BRFM 343		Central Energy Plant		David Rosenfeld		
Design Status (% Complete):		Designer:		Substantial Completion Date:		
100%		Pinnacle Engineering Group		March 30, 2020		
Construction Status (% Complete):		Contractor:		Occupancy Date:		
100%		Lang Mechanical Inc.		April 30, 2020		
<b>Timely Completion Risk: Mitigation Strategy:</b>						
Project Contracts:		Expenses:		Encumbrances:		Remaining:
\$3,364,614		\$3,182,326		\$182,288		0



# Student Service Center Dining Hub

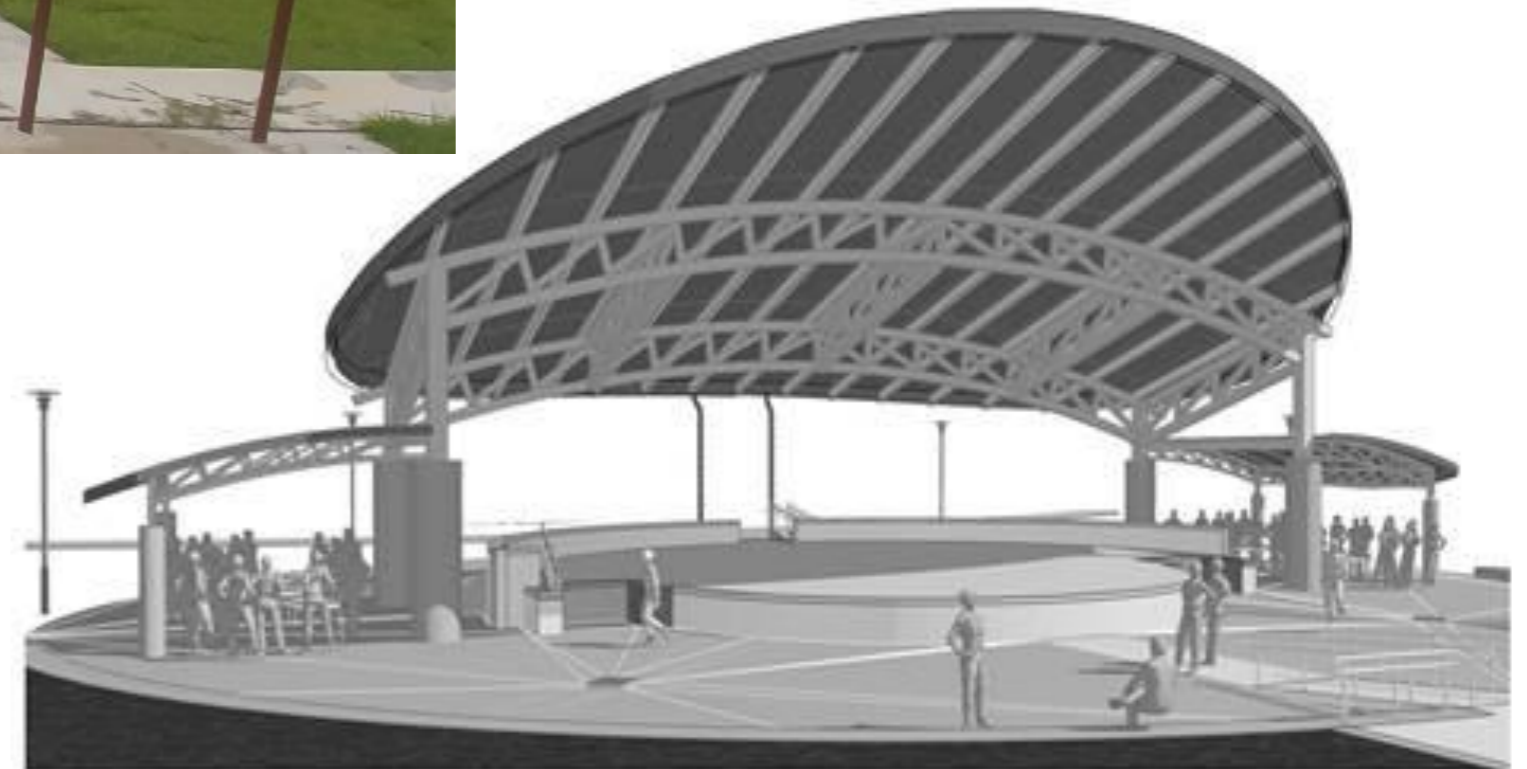




# Student Service Center Dining Hub

<b>Project Status Report:</b>		<b>Budget: \$10,869,230</b>		<b>Date: 7/24/2020</b>		
<b>Project #:</b>		<b>Project Name:</b>		<b>University Project Manager:</b>		<b>Project Status:</b>  <b>On track with revised schedule</b>
BRFM 343		Student Dining Facility		Elston Peets		
<b>Design Status (% Complete):</b>		<b>Designer:</b>		<b>Substantial Completion Date:</b>		
100%		Andy Share and Associates		Oct 30, 2020		
<b>Construction Status (% Complete):</b>		<b>Contractor:</b>		<b>Occupancy Date:</b>		
22%		CTG/Genterra		Nov 30, 2020		
<b>Timely Completion Risk:</b> Severe weather, equipment delivery, COVID-19.						
<b>Mitigation Strategy:</b> Developer will work with Auxiliary Services, Metz and Genterra weekly to reduce the risk associated with long lead time equipment.						
<b>Project Contracts:</b>		<b>Expenses:</b>		<b>Encumbrances:</b>		<b>Remaining:</b>
\$10,869,230		\$2,932,000		\$4,660,654		\$3,276,577

# Student Amphitheater





# Student Amphitheater

<b>Project Status Report:</b>		<b>Budget: \$2,727,934</b>	<b>Date: 7/24/2020</b>	
Project #:	Project Name:	University Project Manager:	<b>Project Status:</b>	
CITF 2019	Student Amphitheater	David Rosenfeld		
Design Status (% Complete):	Designer:	Substantial Completion Date:		
100%	GRC Architects	Sep, 2020		
Construction Status (% Complete):	Contractor:	Occupancy Date:		
87%	RAM Construction	Oct, 2020		
<b>Design Delay</b>				
<b>Timely Completion Risk:</b>		Severe weather (impact will be minimal), delivery of materials		
<b>Mitigation Strategy:</b>		None		
<b>Project Contracts:</b>		<b>Expenses:</b>		<b>Encumbrances:</b>
\$2,227,934	\$1,516,624	\$165,483	<b>Remaining:</b>	
			\$90,605	





***“At FAMU, Great Things are Happening Every Day!”***