

Budget, Finance and Facilities Committee

Meeting Materials March 4, 2020

FLORIDA **A&M** UNIVERSITY
Board of Trustees

Budget, Finance and Facilities Committee Meeting

Wednesday, March 4, 2020

3:00 p.m.

Florida A&M University, Grand Ballroom

Committee Members: Kimberly Moore, Chair
Thomas Dortch, Kelvin Lawson, Belvin Perry and Craig Reed

AGENDA

- | | | |
|-----|---------------|--------------------|
| I. | Call to Order | Trustee Moore |
| II. | Roll Call | Dr. Lynn B. Turner |

ACTION ITEMS

- | | | |
|------|---|---------------|
| III. | Minutes from the December 4, 2019 Committee Meeting | Trustee Moore |
|------|---|---------------|

INFORMATION ITEMS

- | | | |
|-----|---|---------------------|
| IV. | Vice President for Finance and Administration's Report | Dr. Alan Robertson |
| | a. Financial Status Report | |
| | b. University Student Accounts Write-Off | |
| | c. Project Updates – University Construction / Operations | |
| | i. Center for Access and Student Success (CASS) | |
| | ii. 700-Bed Residence Hall | |
| | iii. Central Energy Plant (CEP) | |
| | iv. Student Service Center Dining Hub | |
| | v. Student Amphitheater | |
| | d. Carryforward Spending Plan Update | |
| | e. Educational Plant Survey | |
| | f. Duke Energy / Brooksville Update | |
| V. | Housing Facilities Update | Dr. Jennifer Wilder |
| VI. | Adjournment | Trustee Moore |

Supplemental Document: List of Contracts over \$100,000

Action Item:

December 4, 2019 Meeting Minutes

FLORIDA **A&M** UNIVERSITY
Board of Trustees
ACTION ITEM

Budget, Finance and Facilities Committee
Wednesday, March 4, 2020
Agenda Item: III

Subject: Minutes from the December 4, 2019 Committee Meeting

Proposed Board Action: In accordance with the Florida Statutes, a governing body shall prepare and keep minutes or make a tape recording of each open meeting of the body.

Attachments:

1. Budget, Finance and Facilities Committee Minutes (Wednesday, December 4, 2019)

**Florida Agricultural and Mechanical University
Board of Trustees**



Budget, Finance and Facilities Committee Minutes

Trustee Kimberly Moore, Committee Chair

Wednesday, December 4, 2019

Location: Florida A&M University, Grand Ballroom

MINUTES

Committee Members Present: Kimberly Moore, Kelvin Lawson, and Belvin Perry

Call to Order/Roll Call

Chair Moore called the meeting to order. Mrs. Turner called the roll. A quorum was present.

CONSENT ITEMS

Approval of Minutes - September 18, 2019.

There were no revisions to the minutes.

The motion to approve the consent item was made. The motion carried.

ACTION ITEMS

Approval of SGA Carry Forward Funds

VP Schweigert indicated that annually this item is brought before the Board. Approximately \$300,000 is asked to be carried forward and spent in the current fiscal year.

Questions/Comments re: Approval of SGA Carry Forward Funds:

- Trustee Moricette asked how soon, once approved, will the carryforward funds be transferred to the SGA account. Response: *Interim VP Schweigert indicated that the funds can be made available as soon as it is voted approved.*

The motion to approve this agenda item was carried.

Dr. Robinson was asked by Trustee Moore to provide better understanding and perspective on two action items (regarding amphitheater funding and the residential hall) that are on the agenda.

Florida Agricultural and Mechanical University

Board of Trustees



Budget, Finance and Facilities Committee Minutes

Approval of the Amphitheater Funding

Interim VP Schweigert requested spending up to \$1,720,000 that will come out of repair and renovation funds, not reserves. He referenced presentation slide number 7 that identified the Demolition of the Pentaplex and the Amphitheater Project costs.

Questions/Comments re: Approval of the Amphitheater Funding:

- Trustee Moricette wanted assurance that issues with overruns or additional funding needs for projects do not reoccur. Trustee Moore added that we need to better handle those factors that we can actually control.
- President Robinson indicated that there will be approximately 118 parking spaces that are included in the Amphitheater project.
- Trustee Lawson discussed the importance of the project for student life and that it ties into our strategic plan. He requested additional oversight which is included as contingencies for the approval of the amphitheater.

A motion was made to approve the Amphitheater Funding with the contingency that formal monthly reports would be submitted to the Board that include, but are not limited to lists of planned expenses, expenses to date, risks to timely completion of deliverables, and plans to deal with those risks. The motion to approve this agenda item with the stated contingency was carried.

Approval of Additional Capital to Complete the 700-Bed Residence Hall

Interim VP Schweigert indicated that additional capital is being requested based on the “hard” bids that have been submitted. Bids have come in that have exceeded estimates. He reminded that the project site costs comprised a Central Energy Plant, IT costs for the residence hall and dining, the exterior dining hub and interior dining hub.

Questions/Comments re: Approval of Additional Capital to Complete the 700-Bed Residence Hall:

- Trustee Washington asked from where the additional \$7M in funding would come? *Response: Interim VP Schweigert referenced page 12 of the committee materials packet that indicated funding would come from the Housing Reserves, Auxiliary Parking and Dining Reserves and Title III Reserves for the additional \$7M.*
- Trustee Washington asked what would be the status of the reserves after removing the funds? Are there minimum balances that need to be kept for the reserves? *Response: Interim Vice President Schweigert indicated that he had no concerns about the reserves being reduced to a dangerous level.*
- Trustee Washington suggested that for future projects that additional dollars beyond what may be the estimated project costs are set aside in reserves to cover possible budget overruns. Also, she suggested more diligence in proper budgeting and cost estimations of projects.

Florida Agricultural and Mechanical University Board of Trustees



Budget, Finance and Facilities Committee Minutes

- An item identified for follow-up action was for President Robinson to address in an upcoming meeting the following: plan to restore reserves, contingency planning for construction projects and an oversight model.
- Trustee Perry indicated concerns about overruns and questioned whether or not there are mechanisms that can be put in place to avoid them for future projects. He indicated the need to make sure that contracts are iron-clad and that we have better control. He shared his concern that someone could be under-estimating the costs of projects knowing that they can come back to request additional funds.
- Trustee Lawson suggested that moving forward monthly reviews of project status is requested.
- Trustee Harper asked if there are penalties for going over budget or incentives for staying within budget. Trustee Woody asked whether the penalties are being enforced. *Response: Attorney David Self stated that there are penalties for cost overruns. Each specific line-item would need to be evaluated to determine if penalties are to be assessed.*
- An item identified for follow-up action was for representatives from the University's General Counsel's office and Finance and Administration staff to review construction contracts to identify penalties that may need to be enforced regarding overruns.
- Trustee Perry asked how the project cost under-estimation occurred. *Response: Interim VP Schweigert indicated that the original documents included dining hub estimates based on the construction of a dining hub shell only.*

Trustee Lawson motioned to approve the additional capital to complete the 700-bed residence hall with the contingency that formal monthly reports would be submitted to the Board that include, but are not limited to lists of planned expenses, expenses to date, risks to timely completion of deliverables, and plans to deal with those risks. The motion to approve this item with the stated contingency was carried.

Approval of Resolution Updating the University's Signatories

General Counsel Wallace read the resolution #03-19 as shown in the committee materials beginning at page 15.

The motion to approve this agenda item was carried by the BFF Committee members. However in the subsequent full-Board meeting, General Counsel Wallace requested edits to the resolution. See page 6 of the full Board of Trustees' minutes.

Approval of Oracle Contract

VP Hudson described the Oracle Student Financial Planning application. He mentioned that it will modernize the financial aid office by providing several benefits including operational efficiency and real-time visibility of a student's entire financial planning.

Florida Agricultural and Mechanical University Board of Trustees



Budget, Finance and Facilities Committee Minutes

Questions/Comments re: Approval of Oracle Contract:

- Trustee Washington commented that the product will do a great service to students and expressed excitement that FAMU has the opportunity to acquire and use it. FAMU is on the cutting edge and is the first university in Florida to migrate to this financial aid platform.
- Trustee Moricette agreed that students will greatly appreciate the service. He asked if the time for disbursing financial aid payment would be reduced. *Response: Yes, however, no disbursement can be made until after drop/add has ended. The delay in disbursement is made after all accountability checks have been made across the board.*
- Trustee Harper suggested that this information regarding how the FAMU Financial Aid system has progressed so that we change the narrative. Many alumni are recruiting students and need to understand that the financial aid process is far better than what they may have experienced while they (alumni) were in school. *Response: VP Hudson indicated that training on recruitment, financial aid, social media, among other things, will take place June 2020 in conjunction with the FAMU Alumni Association conference on the campus.*

The motion to approve this agenda item was carried.

Approval of Student Fee Committee Recommendations

VP Hudson shared that the University Student Fee Committee (comprising students, faculty and staff members) met in October and November to discuss a proposed student fee reallocation of \$3 per credit hour of the current Technology Fee to the Athletic Fee. The reallocation is not an increase to the 2019-2020 student fees. The proposal of the student fee reallocation will follow the appropriate notification and adoption procedures provided by the Florida Board of Governors Regulation Development Procedure. Additionally the reallocation of fees is limited to the end of Fiscal Year 2021/2022 and the fee reallocation will under-go semi-annual evaluation to assess financial need and impact.

Questions/Comments re: Approval of Student Fee Committee Recommendations:

- Trustee Moricette agreed to reallocation mix because it assists students.
- Trustee Washington suggested that we take a look at how we are allocating and spending / using the student fees. *Response: Trustee Moore indicated that a report on how student fees are currently allocated and used will be shared in the next committee meeting.*

The motion to approve this agenda item was carried.

INFORMATION ITEMS

Vice President for Finance and Administration's Report

a. Review of BOG Senate Bill 190

Interim VP Schweigert indicated that the Carry-Forward plans are included in the Bill there are other topics to be considered in the Bill of interest to FAMU such as the 2 + 2 programs, excess

Florida Agricultural and Mechanical University Board of Trustees



Budget, Finance and Facilities Committee Minutes

hours, Bright Futures and others. He suggested review of Florida Gulf Coast University's presentation slides for a highlighted version of changes and updates in key areas of SB 190.

b. Quarterly Budget Review Update Marker

Interim VP Schweigert has implemented a quarterly budget review within the Division of Finance and Administration. This process is recommended for continued implementation. Quarter 2 review will occur in January 2020. Further expansion will follow in other areas.

c. FAMU Service Excellence – Staff and Student Surveys

Interim VP Schweigert shared that within Finance and Administration, a new round of surveys are being established to assess operational performance, service excellence and opportunities for improvement. Survey information will be posted on the division's website.

d. Succession Planning Update

Interim VP Schweigert stated that all of his leadership team within Finance and Administration currently have Individual Development Plans and Succession Plans. The next level of leadership within Finance and Administration will also be completed in the next several months. It is anticipated that within the next six months the process should be complete campus wide.

e. Policy Review

Interim VP Schweigert explained the review plan for all university policies. The plan would be implemented by a work group of approximately 30 members that will meet monthly to review and make recommended revisions and edits. The policies recommended for update will then go before the Board for approval. All policies will undergo review and update every three years.

f. Project Updates – University Construction / Operations:

1. CASS Project Update

Interim VP Schweigert indicated that we were on budget and on time for August 2020.

2. 700-Bed Housing Projects

Interim VP Schweigert commented that the Board had already been fully briefed on the housing project.

g. Budget Process Update and New Process

Interim VP Schweigert reported revamping of the University Budget Council to add more senior level managers. The timeline for the budget process included budget reviews and a BOT Budget Workshop in March 2020. During the workshop details of budget process will be highlighted.

**Florida Agricultural and Mechanical University
Board of Trustees**



Budget, Finance and Facilities Committee Minutes

Housing Facilities Update and Tour

Dr. Wilder, Housing Director, provided brief updates to include 103 students that have signed up for housing in fall 2020. A tour of housing facilities and construction sites discussed occurred at the conclusion of the meeting.

The meeting was adjourned.

DRAFT

Information Item:
Vice President for Finance and Administration's
Report

FLORIDA **A&M** UNIVERSITY
Board of Trustees
INFORMATION ITEM

Budget, Finance and Facilities Committee

Wednesday, March 4, 2020

Agenda Item: IV

Subject: Vice President for Finance and Administration's Report

Background Information and Summary: Dr. Alan Robertson, Vice President for Finance and Administration and Chief Financial Officer, will provide information on the following items:

- a. Financial Status Report
- b. University Student Accounts Write-Off
- c. Project Updates – University Construction / Operations
 - i. Center for Access and Student Success (CASS)
 - ii. 700-Bed Residence Hall
 - iii. Central Energy Plant (CEP)
 - iv. Student Service Center Dining Hub
 - v. Student Amphitheater
- d. Carryforward Spending Plan Update
- e. Educational Plant Survey
- f. Duke Energy / Brooksville Update

Information Item:

Vice President for Finance and Administration's Report

- a) Financial Status Report

FLORIDA A&M UNIVERSITY						
Financial Status FY19-20 as of 01/31/20						
		Approved Budget	Encumbrances and Expenditures PeopleSoft as of 01/31/20	Budget Status (Over) Under	FY19-20 Percent of Budget Expended %	FY 18-19 Percent of Budget Expended %
Fund	Fund Name	-1-	-2-	-3-	-4-	
Education and General						
	Total Educational and General	\$ 190,434,946	\$ 161,020,747	\$ 29,414,199	85%	84%
Auxiliary Enterprises						
	Total Auxiliary Enterprises	57,598,254	33,630,540	23,967,714	58%	52%
	Total Intercollegiate Athletics	10,231,120	8,632,300	1,598,820	84%	90%
	Total Concessions	241,309	71,660	169,649	30%	45%
	Total Technology Fee	2,359,202	1,176,206	1,182,996	50%	35%
Student Activities						
	Total Student Activities	4,089,483	3,215,667	873,816	79%	78%
Student Financial Aid						
	Total Financial Aid	48,160,117	41,851,683	6,308,434	87%	90%
Contracts & Grants						
	Total Contracts and Grants	65,889,895	58,807,257	7,082,638	89%	100%
	Grand Total	\$ 379,004,326	\$ 308,406,060	\$ 70,598,266	81%	82%
*KEY ASSUMPTIONS						
*Salaries are encumbered for 12 months						
*View of Expenditures across all categories related to 19-20 Operating Budget						

Information Item:

Vice President for Finance and Administration's Report

- b) University Student Accounts Write-off



Florida Agricultural and Mechanical University

TALLAHASSEE, FLORIDA 32307-3200

TELEPHONE: (850) 561-2273
FAX: (850) 561-2461OFFICE OF THE CONTROLLER
& STUDENT FINANCIAL SERVICES
201 FHAC

To: Dr. Larry Robinson, University President

Thru: Dr. Alan Robertson, CFO & VP, Finance and Administration

From: Tonya Jackson, University Controller & AVP *TJ*

RE: **Request Approval for Write-off of Student Accounts**

Date: February 7, 2020

Pursuant to Florida Statutes 1010.03 and Board of Trustees Regulation 3.019, approval is requested to write-off the following uncollectible accounts and immaterial accounts. Uncollectible Accounts Receivables include accounts received that were placed with collection agencies and returned as uncollectible. Immaterial Accounts Receivable includes student's accounts that are less than \$100.00 and not currently enrolled with the University. The combined total of both account receivables include the write-offs for this year.

Uncollectible Accounts Receivable	\$ 2,212,155.45
Total Write-Offs	\$ 2,212,155.45

Upon your approval, we will place permanent "Holds" on the records of these students. The Holds will prevent release of University records (transcripts, diplomas, etc.) and/or subsequent registration efforts until the debt is paid in full.

Approved: *[Signature]*

CFO

2-13-20

Date

Approved: *[Signature]*

University President

2/13/2020

Date

Attachment

Cc: D'Andrea Cotton, Associate Controller
Danyell Conner, Assistant Controller
Natasha Ray, Assistant Controller

Student Accounts Write-Off Summary, FY 2019-20

<u>Uncollectible Accounts</u>	Total
Activity & Service Fees	\$ 52,079.63
Athletic Administration	\$ 69,206.79
Athletics - Adm & Gen	\$ 27.94
Biology - Material/Supplies Fe	\$ 405.00
Book Voucher Program	\$ 7,932.59
Building Fees-Board Of Regents	\$ 5.74
Capital Improvement-Board Of R	\$ 23,691.14
Cash Holding Account.	\$ 107,187.00
Cropper Hall	\$ 1,539.00
Distance Learning - MBA	\$ 397.00
FAMU Village.	\$ 83,348.60
Financial Aid Fee	\$ 57.78
Food Service-Meal Plan	\$ 36,470.61
Gibbs Hall	\$ 67,600.50
Health Service - Pharmacy	\$ 6,257.12
Hosp O&M St Hlth Cl	\$ 39,945.05
Housing Office	\$ 22,081.65
Lab Fee - Chemistry	\$ 191.24
Law School Bar Prep Fee	\$ 2,400.00
Library Books	\$ 5,974.35
Material & Supply Fee - Comput	\$ 200.00
Material & Supply Fee - Journa	\$ 90.00
Material & Supply Fee - Nursin	\$ 60.00
Material & Supply Fee - Pharma	\$ 110.00
McGuinn Hall	\$ 2,221.84
Nursing ATI Fees	\$ 152.00
Orientation Fee	\$ 2,086.86
Paddyfote Complex	\$ 16,916.00
Palmetto Street - Phase 3	\$ 91,677.86
Palmetto Street Apts.-North	\$ 14,162.55
Palmetto Street Apts.-South	\$ 54,686.92
Postal Service	\$ 2,175.00
Returned Checks/Accounts Recei	\$ 3,514.07
Sampson Hall	\$ 16,583.60
Sch.Need Base-Financial Aid Fe	\$ 38,892.83
Student Fee Trust Fund	\$ 1,154,768.61
Supply Fee - Graphic Arts	\$ 75.00
Technology Fee	\$ 19,415.02
Transcript Fee	\$ 202.90
Truth Hall	\$ 12,197.16
University Commons	\$ 196,316.01
University Parking Services	\$ 42,012.47
University Rattler Card	\$ 5,512.29
Wheatley Hall	\$ 1,452.42
Young Hall	\$ 9,875.31
Total Student Account Write-Off	\$ 2,212,155.45

Information Item:

Vice President for Finance and Administration's Report

- c) Project Updates- University Construction / Operations



Major Capital Projects Updates:

- ❖ Center for Access and Student Success (CASS)
- ❖ 700 Bed Residence Hall FAMU Mainstreet Project Phase 1A
- ❖ 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)

Project Status Report:

Budget: \$41,000,000

Date: 2/12/2020

Project #:	Project Name:	University Project Manager:	Project Status: On Time
BRFM 337	Center for Access and Student Success	David Rosenfeld/Craig Talton	
Design Status (% Complete):	Designer:	Substantial Completion Date:	
100%	JRA Architects	August 10, 2020	
Construction Status (% Complete):	Contractor:	Occupancy Date:	
45%	Ajax Construction	September 10, 2020	
Timely Completion Risk:		No known threats to completion	
Mitigation Strategy:		NA	
Project Contracts:	Expenses:	Encumbrances:	Remaining:
\$41,000,000	\$15,028,401	\$24,046,027	\$1,925,570





700 Bed Residence Hall





700 Bed Residence Hall

Project Status Report:

Budget: \$59,500,000*

Date: 2/12/2020

Project #:	Project Name:	University Project Manager:	Project Status:
BRFM 343	700 Bed Residence Hall	David Rosenfeld/Craig Talton	
Design Status (% Complete):	Designer:	Substantial Completion Date:	
100%	Finrock Design Inc.	July 27, 2020	On Time
Construction Status (% Complete):	Contractor:	Occupancy Date:	
68%	Construct Two Group (CTG)	August 11, 2020	
Timely Completion Risk:		Completion of the Central Energy Plant by March 27 th .	
Mitigation Strategy:		A temporary chiller and boiler will be utilized.	
Project Contracts:	Expenses:	Encumbrances:	Remaining:
\$55,136,651	\$31,563,770	\$12,503,549	\$11,069,331

*Note: An additional \$1M was approved for wiring and IT infrastructure during the December BOT Meeting.





Central Energy Plant (CEP)





Central Energy Plant (CEP)

Project Status Report:

Budget: \$3,363,348*

Date: 2/12/2020

Project #:	Project Name:	University Project Manager:	Project Status:
BRFM 343	Central Energy Plant	David Rosenfeld	
Design Status (% Complete):	Designer:	Substantial Completion Date:	
100%	Pinnacle Engineering Group	March 30, 2020	On Target
Construction Status (% Complete):	Contractor:	Occupancy Date:	
85%	Lang Mechanical Inc.	March 30, 2020	
Timely Completion Risk: Severe weather			
Mitigation Strategy: Temporary chiller and boiler will be in place until the CEP is completed.			
Project Contracts:	Expenses:	Encumbrances:	Remaining:
\$3,363,348	\$1,852,123	\$1,511,225	0

*Note: An additional \$1M was approved for the CEP budget during the December BOT Meeting.





FAMU Student Service Center Dining Hub





FAMU Student Service Center Dining Hub

Project Status Report:

Budget: \$9,300,000*

Date: 2/12/2020

Project #:	Project Name:	University Project Manager:	Project Status:
BRFM 343	Student Dining Facility	Elston Peets	
Design Status (% Complete):	Designer:	Substantial Completion Date:	
100%	Andy Share and Associates	August 7, 2020	On Time
Construction Status (% Complete):	Contractor:	Occupancy Date:	
2%	CTG/Genterra	September 14, 2020	
Timely Completion Risk: Severe weather, equipment delivery			
Developer will work with Auxiliary Services, Metz and Genterra weekly to reduce the risk associated with long lead time equipment.			
Mitigation Strategy:			
Project Contracts:	Expenses:	Encumbrances:	Remaining:
\$9,269,230	\$289,250	\$106,870	\$8,870,110

*Note: An additional \$5M was approved for the dining hub budget during the December BOT Meeting.





FAMU Student Amphitheater





FAMU Student Amphitheater

Project Status Report:

Budget: \$2,727,934*

Date: 2/12/2020

Project #:	Project Name:	University Project Manager:	Project Status:
CITF 2019	Student Amphitheater	David Rosenfeld	
Design Status (% Complete):	Designer:	Substantial Completion Date:	
100%	GRC Architects	Mid-May (anticipated once canopy design is finalized)	On Time
Construction Status (% Complete):	Contractor:	Occupancy Date:	
98%	RAM Construction	TBD	
Timely Completion Risk:		Severe weather (impact will be minimal)	
Mitigation Strategy:		None	
Project Contracts:	Expenses:	Encumbrances:	Remaining:
\$2,227,934	\$1,271,285	\$866,044	\$90,605

*Note: \$500,000 has been added to the project budget, from the FAMU Foundation to add a canopy to the amphitheater.



Information Item:

Vice President for Finance and Administration's Report

d) Carryforward Spending Plan Update

FLORIDA A&M UNIVERSITY
Education and General
FY19-20 Carryforward Spending Plan Summary

	<u>Amount Encumbered</u>		<u>Projected</u>	<u>Projected</u>
	<u>University E&G</u>	<u>& Expended</u> <u>as of 02/01/2020</u>		
<u>Restricted / Contractual Obligations</u>				
Restricted by Appropriations				
Professional and Grad Degree Programs	\$ 687,720	\$ 462,135	\$ 225,585	\$ -
World Class Faculty and Scholar Programs	683,453	675,694	7,759	-
Black Male College Explorers	23,119	10,948	12,171	-
Restricted by Appropriations	1,394,292	1,148,777	245,515	-
Restricted by Contractual Obligations :				
Student Services, Enrollment, and Retention Efforts (Oracle)	1,000,000	1,000,000	-	-
Student Financial Aid	4,500,000	-	4,500,000	-
Blackboard	630,000	630,000	-	-
Total Restricted Funds	7,524,292	2,778,777	4,745,515	-
<u>Commitments</u>				
Academic Affairs, Student Affairs & Finance and Administration				
Graduate Assistantships	2,100,000	825,147	1,274,853	-
Quality Enhancements Program	400,000	400,000	-	-
Contingency Funds	250,000	100,000	-	150,000
Facilities, Infrastructure, and Information Technology				
Campus Wide Water and Sewer Improvements	1,000,000	-	1,000,000	-
Roofing (Lee Hall, Pool Locker Room)	775,000	594,015	180,985	-
Lee Hall Improvements and Upgrade (A/V, Lighting)	100,000	-	100,000	-
Research Equipment Replacement (Research Buildings)	250,000	250,000	-	-
Steam Building Connections and Distribution Repairs	250,000	202,573	47,427	-
Second Return Well (Chilled Water)	850,000	83,915	766,085	-
Building Boiler Replacement	350,000	250,314	99,686	-
Campus Wide Smart Classroom Upgrades	525,000	-	525,000	-
Fire Alarm System Upgrades	500,000	-	500,000	-
Steam Distribution Repairs	75,000	75,000	-	-
Information Technology (PeopleSoft Upgrades)	500,000	-	500,000	-
Replacement of Fueling System and Tanks	225,000	-	225,000	-
2020 Full Master Plan Update	300,000	-	300,000	-
Five Year Inspections of Fire Sprinkler	75,000	-	75,000	-
Sidewalk Repair and Replacement	250,000	6,450	243,550	-
Campus Wide Wayfinding Signage	225,000	-	225,000	-
Fall Protection System Enhancements	125,000	-	125,000	-
Infrastructure and Building Repair	236,690	13,414	223,276	-
Total Commitments	9,361,690	2,800,828	6,410,862	150,000
TOTAL	\$ 16,885,982	\$ 5,579,605	\$ 11,156,377	\$ 150,000

State University System
Education & General Carryforward Spending Plan
Reporting Definitions

Definitions for Use With Carryforward Spending Plan Template

Commitments	Monies designated for a specific purpose which are not yet encumbered/contracted/restricted. Discretion may still be exercised with respect to the use of these funds.
Restricted by Appropriations	Funds appropriated by the Legislature for a specific purpose or intended use as identified by law or through legislative work papers.
Campus Security and Safety Enhancements	The support of campus security and/or safety issues, such as the recruitment of police officers, vehicles, equipment, and investments which promote security and safety at the institution. This issue may also include mental health counseling and services.
Student Services, Enrollment, and Retention Efforts	Funds to promote student success through supporting student services programs, addressing enrollment, and assisting with retention efforts to support timely graduation.
Student Financial Aid	Funds aimed to reduce student costs and provide the opportunity to obtain a degree in an affordable and timely fashion.
Information Technology (ERP, Equipment, Etc.)	Funds to improve operational productivity, educational improvements, and technological innovation, implementation and/or maintenance of ERP systems, and technological equipment purchases.
Other Operating Requirements	Other expenditures/projects that support the university's mission, are nonrecurring in nature, and are approved by the university board of trustees.
PECO Projects - Supplemental Funds to Complete Projects That Received Previous Appropriation (SB 190)	Commitment of funds to a public education capital outlay project for which an appropriation has previously been provided that requires additional funds for completion and which is included in the list required by 1001.706(12)(d) F.S.

Information Item:

Vice President for Finance and Administration's Report

- e) Educational Plant Survey

STATE UNIVERSITY SYSTEM

Preliminary Needs Assessment

Fiscal Years 2021-22 -2025-26

Survey Recommendation Projects

University	FLORIDA A & M UNIVERSITY											
Survey Recommendations Project												
		2021-22	2022-23	2023-24	2024-25	2025-26	Academic or Other Programs to Benefit from Projects	Net Assignable Square Feet (NASF)	Gross Square Feet (GSF)	Project Cost	Project Cost Per GSF (Proj. Cost/ GSF)	Educational Plant Survey Recommended Date/Rec No.
	Project Title	Year 1	Year 2	Year 3	Year 4	Year 5						
	INFRASTRUCTURE											
1	INFRASTRUCTURE -CENTRAL PLANT IMPROVEMENT	\$5,141,000	\$4,664,000	\$11,321,000			All	N/A	N/A	\$21,126,000	\$0	2010/1.2
	CAPITAL RENEWAL OF EXISTING FACILITIES											
2*	CHEMICAL AND BIOLOGICAL RESEARCH LABORATORY CENTER	\$14,388,433					Chemistry/Pharmacy	21,536	34,458	\$14,388,433	\$418	2005/1.10
3	ARMY ROTC - HOWARD HALL RENOVATION	\$843,249	\$8,351,714	\$518,640			ARMY ROTC	21,536	34,458	\$9,713,603	\$282	2015/2.1
4	NAVY ROTC/PERRY-PAIGE RENOVATION		\$982,488	\$7,713,230	\$1,620,000		Navy ROTC/Agriculture &	17,000	27,200	\$10,315,718	\$379	2015/3.2
5**	SBI SOUTH RENOVATION		\$2,372,000	\$11,657,500	\$3,000,000		School of Business	50,782	56,765	\$17,029,500	\$300	
	DEMOLITION											
6	BENJAMIN BANNEKER DEMOLITION A, B, C & D		\$1,851,130				Science & Technology	72,558	94,325	\$1,851,130	\$20	2015/3.2
7**	OLD DEVELOPMENTAL RESEARCH SCHOOLS		\$1,500,000				Biology/ Property	31,176	37,580	\$1,500,000	\$40	
8*	DYSON PHARMACY		\$1,500,000				Chemistry/Pharmacy	43,100	53,614	\$1,500,000	\$28	
	ACQUISTIONS											
9	LAND ACQUISITIONS		\$6,500,000	\$4,500,000	\$4,500,000		N/A	N/A	N/A	\$15,500,000	\$0	2015/1.1

Note: Projects are not yet approved to receive state funding. These construction budgets are Estimates Only based on STATE UNIVERSITY SYSTEM OF FLORIDA BOARD OF GOVERNORS December 31, 2018 Revision of Construction Cost by Zone for New Facilities. Regional cost differences are based on 2018 calendar year construction cost indices provided by FDOE.

*Demolition of Project 8 will be contingent on the Buildout of Project 2.

** Project number 5 and 7 have been added to the list since last submission.

Information Item:

Vice President for Finance and Administration's Report

- f) Duke Energy / Brooksville Update



Brooksville Solar Farm

- CONTRACT SUMMARY**

1. Effective Date:	
2. Tenant/Provider:	Duke Energy
3. Property:	800 acres of the 2,100 acre tract in Brooksville (Bankhead Jones Donation 2)
4. Due Diligence Period:	Not to exceed 24 months (Expires February 28 2021)
5. Due Diligence Period Rent:	\$40.00 per acre (\$32,000.00) per year
6. Construction Period:	Not to exceed 24 months after the Due Diligence Period (Deadline would be February 28, 2023)
7. Construction Period Rent:	\$400.00 per usable acre (est \$240,000.00 -- \$320,000.00) per year
8. Operational Period:	25 years (Expires February 28, 2048)
9. Operational Period Rent:	\$850.00 per usable acre (est \$510,000.00 -- \$680,000.00) per year
10. Annual Rent Escalation	2.5%
11. Renewal Options:	Two options to renew – each for a 5-year period (Expiration: February 28, 2058)

- UPDATE**



Information Item:
Housing Facilities Update

FLORIDA **A&M** UNIVERSITY
Board of Trustees
INFORMATION ITEM

Budget, Finance and Facilities Committee

Wednesday, March 4, 2020

Agenda Item:

Subject: Housing Facilities Update

Background Information and Summary: Dr. Jennifer Wilder, Housing Director, will provide an update on Housing Facilities.

Housing Facilities Update Items

ACTION ITEM	ESTIMATED TIMELINE	STATUS (2-7-2020)	RESPONSIBLE PARTY
Track repair cost by building	Monthly	Ongoing	Dr. Wilder
Housing	February 2020	Added the 700 beds for the new facility to our contract with StarRez (Housing Management System)	Dr. Wilder
Gibbs Hall 3 rd floor North & Elevator Update	February 2020-August 2020	Work has resumed	Craig Talton, Elston Peets, Kendall Jones, Dr. Wilder
Fundraising Strategy	Ongoing	Generated a list of identified spaces, prices, and renderings to show potential donors	Dr. Wilder, Housing Staff, Foundation Staff
Monthly Facility meeting	Monthly	Ongoing	Dr. Wilder and Housing Staff

Supplemental Document

List of Contracts > \$100,000



Florida Agricultural and Mechanical University

Contracts over \$100,000

1. Contractor: A1-Day1 Services

Contract #: C-RFP 0010-2019 A1 (multi-vendor contract)

Contract Start Date: April 29, 2019

Contract Expiration Date: April 29, 2022

Contract Amount: This amount will exceed \$100,000 over the term of the contract.

This contractor will provide painting and cleaning services, in accordance with the referenced contract, for the FAMU Housing Facilities, located in Tallahassee, Florida.

2. Contractor: 305 Brothers All In One

Contract #: C-RFP 0010-2019 3B (multi-vendor contract)

Contract Start Date: April 29, 2019

Contract Expiration Date: April 29, 2022

Contract Amount: This amount will exceed \$100,000 over the term of the contract.

This contractor will provide painting and cleaning services, in accordance with the referenced contract, for the FAMU Housing Facilities, located in Tallahassee, Florida.

3. Contractor: 7 Hills Commercial Cleaning & Painting, LLC

Contract #: C-RFP 0010-2019 7H (multi-vendor contract)

Contract Start Date: April 29, 2019

Contract Expiration Date: April 29, 2022

Contract Amount: This amount will exceed \$100,000 over the term of the contract.

This contractor will provide painting, cleaning and pressure washing services, in accordance with the referenced contract, for the FAMU Housing Facilities, located in Tallahassee, Florida.

4. Contractor: Paint Quest, LLC

Contract #: C-RFP 0010-2019 PQ (multi-vendor contract)

Contract Start Date: April 29, 2019

Contract Expiration Date: April 29, 2022

Contract Amount: This amount will exceed \$100,000 over the term of the contract.

This contractor will provide painting and cleaning services, in accordance with the referenced contract, for the FAMU Housing Facilities, located in Tallahassee, Florida.