

Budget, Finance and Facilities Committee

Meeting Materials August 14, 2020

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

Budget, Finance and Facilities Committee Meeting

Friday, August 14, 2020

1:00 PM

Conference Call

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 June 3, 2020 Committee Meeting | Trustee Moore |
| IV. | Amendment to BOT Policy # 2005-A:
Increasing Continuing Services Construction Approvals and
Increasing Continuing Services Approvals for Design Services | Dr. Alan Robertson |
| V. | Continuing Services Vendors | Dr. Alan Robertson |
| VI. | Final FY 2020-2021 University Budget | Dr. Alan Robertson /
Mrs. Nichole Murry |

INFORMATION ITEMS

- | | | |
|-------|---------------------------------------|--------------------|
| VII. | Pandemic Financial Planning Scenarios | Dr. Alan Robertson |
| VIII. | University Construction Updates | Dr. Alan Robertson |
| IX. | Adjournment | Trustee Moore |

Action Item:
June 3, 2020 Meeting Minutes



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

Budget, Finance and Facilities Committee

Trustee Kimberly Moore, Committee Chair
Wednesday, June 3, 2020
Zoom Videoconference

MINUTES

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

Call to Order/Roll Call

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

ACTION ITEMS

Approval of Minutes – March 4, 2020.
There were no revisions to the minutes.

The motion to approve this agenda item was carried.

FY2019-2020 Operating Budget Amendment: Additional Budget Authority for Student Health Insurance Payment

VP Robertson indicated that the university has experienced a surge in the number of students that have signed up for the healthcare plan. Students insured went from 1,619 last year to 3,806 in the current fiscal year. As a result, the university has to pay an additional \$1,175,765 over what was initially budgeted for health insurance. This is no cost to the university; it is simply a pass through of student fees.

The motion to approve this action item was carried.

Preliminary University Budget 2020-2021

VP Robertson stated that state regulations requires the university to submit a preliminary operating budget to the Board of Governors by June 22, 2020. This allows the university to access our funding and to continue and start operations effective July 1. The preliminary 2020-21 E&G budget is located in the committee materials packet. The preliminary budget is pre-veto and does not reflect the university’s performance-based funding. The auxiliary revenue was reduced due to the cancellation of various summer camps and on-campus summer school



activities. The student activities budget remained the same. Technology fee shows the shift of \$1.50 between athletics and IT fee. Finally, auxiliaries show a deficit of a little over \$5 million due to housing reducing occupancy to accomplish social distancing. The Housing deficit will be erased once the deferment for the annual debt service is received from the HBCU Capital Financing program.

The motion to approve this action item was carried.

Amendment to Regulation 3.017, Schedule of Tuition and Fees

In the last board meeting, a re-allocation of our technology fee for \$3 was approved to transfer to Athletics. However, state legislation requires that certain fees can only be reallocated a certain way and cannot exceed 5%. Therefore, the university needs to administer the shift in fees over a two-year period to be in compliance of that regulation. The proposal is to reallocate \$1.50 now and \$1.50 next year.

The motion to approve this action item was carried.

**2021-2022 Fixed Capital Outlay Budget Request
2020-2025 Educational Plant Survey**

VP Robertson presented the Fixed Capital Outlay Budget Request in conjunction with the 2020-2025 Educational Plant Survey (next agenda item). VP Robertson state that the university was very fortunate to have support of the Education Plant Survey group that approved ten (10) projects in capital improvement funding totaling approximately \$176,000,000. The list of projects are shown in the committee materials and includes a campus-wide utility infrastructure project, chemical and biological research laboratory center, Dyson Pharmacy Building demolition, the School of Business and Industry South renovation, Benjamin Banneker Complex demolition, Howard Hall improvement, Perry Paige, along with other proposed projects.

Once the 5-year Capital Improvement Plan is approved by the full board of trustees it will be forwarded for approval by the Board of Governors.

The motion and vote to approve the two action items were conducted separately. Both motions were carried.

INFORMATION ITEMS

Vice President for Finance and Administration’s Report

a. Financial Status Report

VP Robertson referred committee members to page 147 of the meeting packet that provides a comparison of Quarter 3 in FY19-20 and FY 18-19. He stated that spending is about 1% lower as compared to the same time period last year when



looking at the third quarter which ended March 31. We are approximately at 82% vs. 83% last year in expenditures. Most categories are down. The only category that was up was spending in housing due to completion of renovations and repairs.

Questions/Comments re: Financial Status Report

- Trustee Lawson requested future reporting of the allocation of the CARES ACT. *Response: VP Robertson provided a brief verbal update. Of the initial \$13 million received from the CARES Act, \$6.5 million dollars were allocated to students (\$5.5 million and disbursed in two weeks; the last \$1 million is for students to apply for funding to assist with hardships related to the coronavirus). The application for those hardship funding needs are being managed by Dr. William Hudson, Jr. and his team (Student Affairs). The second wave of CARES Act funding, \$6.5 million, is the institutional allocation. Specifically, that amount will reimburse the university for refunds to students. Approximately \$4 million is being used to refund meals and dining and the balance is being used to reimburse the University for direct expenditures related to the coronavirus, i.e. sanitation, equipment, and PPE items. There will need to be future reporting on the allocation of the \$26.3 million of HBCU funds received from the Cares Act, and the university is still prioritizing and working through the appropriate allocation of the dollars. The major categories will include remote instruction, student financial support and operations.*

b. Project Updates – University Construction/Operations

VP Robertson stated that the university has five (5) major capital projects:

Center for Access and Student Success (CASS)

VP Robertson reported that the project is going extremely well and is conservatively at 60% completion. There are no major risks at this point. The completion date has been delayed a month due to precautions taken by the contractor related to social distancing. The delay will have little impact on our operations as Student Affairs move-in date was slated for move-in September 28, 2020 through Thanksgiving. The grand opening is still planned for homecoming.

700-Bed Residence Hall

VP Robertson stated the completion on the building is approximately 82%. It is on time and on budget.

Central Energy Plant (CEP)

VP Robertson stated the Central Energy Plant is complete with the exception of the fence and landscaping. It is operational and cooling the residence hall and will service the dining hall upon its completion.



Student Service Center Dining Hub

VP Robertson stated that the Student Dining Hub is finally out of the ground. The pad has been poured. We experienced major rain delays in January and February that prevented the heavy equipment from being able to be placed on the site. The project is still on budget, but delayed by a month.

Student Amphitheater

VP Robertson commented that the amphitheater is complete with the exception of the canopies, which should be completed by the end of September 2020. The largest canopy is currently being installed this month.

Questions/Comments re: Construction Updates

- Trustee Lawson stated the report was good and that he is glad to see the major projects are close to on-time given the circumstances with everything going on in the world. Trustee Reed agreed on the timeliness of the projects and commended Dr. Robertson and his team on the flexibility and diligence taken in the current environment. Trustee Woody expressed amazement that the projects were still on-budget and on-time. Trustee Washington expressed the same sentiments of the other trustees by commending the team.

Response: VP Robertson thanked his facilities team, Chris Hessel and Craig Talton and all their staff who manage the projects on a daily basis.

Duke Energy / Brooksville Update

Dr. Fred Gainous stated that Duke Energy is still in the due diligence process with the establishment of the solar farm. The contractual items are on time. We have received the payments that were promised to the university. Duke Energy has one more year left on their due diligence. We received an email that stated that within two months a definitive decision on the start date on the solar farm construction will be provided by Duke Energy. Everything provided in the previous documents submitted to the Board related to the Duke Energy project will still be honored such as the student scholarships, internships, and corporate partnership.

Housing Facilities Update

Dr. Jennifer Wilder stated that Gibbs Hall, 3rd floor north project is on schedule. The masonry repair is completed on the building's exterior. The elevator cab has been refurbished. The door replacement is scheduled for June 11 -19, 2020.

Questions/Comments re: Housing Facilities

- Trustee Moore stated that she is glad that housing can be included in the number of things that students are excited about at FAMU! She attributes that to the work of Dr. Wilder and her team.

The meeting was adjourned.

Action Item:
Amendment to BOT Policy # 2005-A

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

Budget, Finance and Facilities Committee

Friday, August 14, 2020

Agenda Item: IV

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

Background / Summary:

Amending Board of Trustees Policy 2005-A to be consistent with HB 441 of the Florida Legislature signed into law by Governor Ron DeSantis on June 29, 2020 – amending 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 and increasing the maximum amount of “continuing contracts” for design services from \$200,000 to \$500,000. Please see attachment 1.

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.

Recommendation:

We respectfully request amendment of Board of Trustees Policy 2005-A in substantially the form attached hereto as attachment 2.

Attachments: Yes

1. House Bill 441 (Enrolled)
2. Markup of Proposed BOT Policy # 2005-A
3. Proposed BOT Policy # 2005-A

ENROLLED

CS/CS/HB 441

2020 Legislature

1
2 An act relating to the public procurement of services;
3 amending s. 255.103, F.S.; revising the maximum dollar
4 amount for continuing contracts for construction
5 projects; amending s. 287.055, F.S.; revising the term
6 "continuing contract" to increase certain maximum
7 dollar amounts for professional architectural,
8 engineering, landscape architectural, and surveying
9 and mapping services; providing an effective date.

10
11 Be It Enacted by the Legislature of the State of Florida:

12
13 Section 1. Subsection (4) of section 255.103, Florida
14 Statutes, is amended to read:

15 255.103 Construction management or program management
16 entities.—

17 (4) A governmental entity's authority under subsections
18 (2) and (3) includes entering into a continuing contract for
19 construction projects, pursuant to the process provided in s.
20 287.055, in which the estimated construction cost of each
21 individual project under the contract does not exceed \$4 ~~\$2~~
22 million. For purposes of this subsection, the term "continuing
23 contract" means a contract with a construction management or
24 program management entity for work during a defined period on
25 construction projects described by type which may or may not be

ENROLLED

CS/CS/HB 441

2020 Legislature

26 identified at the time of entering into the contract.

27 Section 2. Paragraph (g) of subsection (2) of section
28 287.055, Florida Statutes, is amended to read:

29 287.055 Acquisition of professional architectural,
30 engineering, landscape architectural, or surveying and mapping
31 services; definitions; procedures; contingent fees prohibited;
32 penalties.—

33 (2) DEFINITIONS.—For purposes of this section:

34 (g) A "continuing contract" is a contract for professional
35 services entered into in accordance with all the procedures of
36 this act between an agency and a firm whereby the firm provides
37 professional services to the agency for projects in which the
38 estimated construction cost of each individual project under the
39 contract does not exceed \$4 ~~\$2~~ million, for study activity if
40 the fee for professional services for each individual study
41 under the contract does not exceed \$500,000 ~~\$200,000~~, or for
42 work of a specified nature as outlined in the contract required
43 by the agency, with the contract being for a fixed term or with
44 no time limitation except that the contract must provide a
45 termination clause. Firms providing professional services under
46 continuing contracts shall not be required to bid against one
47 another.

48 Section 3. This act shall take effect July 1, 2020.

Florida Agricultural & Mechanical University Board of Trustees Policy	
Board of Trustees Policy Number: 2005-A	Date of Adoption/Revision: June 30, 2005/ <u>Revised August 14, 2020</u>
Subject	Professional Consultants Selection Process for Construction Projects
Authority	<u>HB 441</u> , Sections <u>255.103(4)</u> , 287.055, 1001.74(28), 1001.75(5), 1013.45, F.S.
I. Preamble	
<p>Each year Florida A&M University undertakes numerous construction projects on its campuses. These projects are, and will continue to be, necessary or desirable to further the mission of the University. The University construction projects generally fall within the following three categories: correcting existing deficiencies, replacing exhausted or obsolete facilities and accommodating desired future growth. Thus, the University has an ongoing need to provide for the selection and retention of architects, engineers and other professional and design consultants.</p>	
II. Definitions	
<p><u>As it concerns construction services</u> “<u>c</u>Continuing contracts” means <u>s</u> contracts for professional services, as defined in Section 287.055, Florida Statutes and construction management services.</p>	
<p>“Major projects” means <u>s</u> construction projects with a budget of more than \$<u>41</u>,000,000.</p>	
<p>“Minor projects” means <u>s</u> construction projects with a budget of \$<u>41</u>,000,000 or less.</p>	
<p><u>As it concerns design or engineering services</u> “<u>continuing contracts</u>” mean <u>contracts for professional services, as defined in Section 287.055, Florida Statutes and construction management services.</u></p>	
<p><u>“Major projects” means design or engineering projects with a budget of more than \$500,000.</u></p>	
<p><u>“Minor projects” means design or engineering projects with a budget of \$500,000 or less.</u></p>	
III. Delegation of Authority.	

The President is delegated the authority to provide for policies and procedures to govern the selection of architect, engineers and other professional and design consultants necessary for continuing contracts, minor projects and major projects as necessary for the construction, renovation, rehabilitation, remodeling or expansion of University facilities. Such policies and procedures shall be consistent with Florida laws and any applicable rules of the State Board of Education, and provide for the following:

- a. The President's approval of professional or design consultants for continuing contracts and minor projects, and the execution of related contracts.
- a.b. The President's recommendation to the Board of Trustees for its ratification of professional and design consultants for major projects.

IV. Limitation on Authority

No construction project shall be approved by the President until funds for that construction project are available and on deposit from the appropriate funding source.

V. Emergency Procurement

In the event of an emergency, the President is authorized to procure construction related services, including professional and construction management services, without competitive solicitation. Examples of emergency may include but are not limited to:

- a. Imminent danger to life or safety such as:
 - i. Discovery of hazardous waste materials;
 - ii. Failure of life safety suppression, detection and extinguishing systems;
 - iii. Students and/or employee health-related emergencies that occur as a result of unforeseen building and/or system deficiencies;
 - iv. Failure of or damage to building equipment, systems, utilities, or infrastructure as a result of but not limited to:
 - 1. Natural disaster (fire, sink hole, storm, hurricane, etc)
 - 2. Acts of war or terrorism
- b. Overcrowding of students caused by fire, storm or other casualty.

Florida Agricultural & Mechanical University Board of Trustees Policy	
Board of Trustees Policy Number: 2005-A	Date of Adoption/Revision: June 30, 2005/Revised August 14, 2020
Subject	Professional Consultants Selection Process for Construction Projects
Authority	HB 441 , Sections 255.103(4), 287.055,
<p>I. Preamble</p> <p>Each year Florida A&M University undertakes numerous construction projects on its campuses. These projects are, and will continue to be, necessary or desirable to further the mission of the University. The University construction projects generally fall within the following three categories: correcting existing deficiencies, replacing exhausted or obsolete facilities and accommodating desired future growth. Thus, the University has an ongoing need to provide for the selection and retention of architects, engineers and other professional and design consultants.</p> <p>II. Definitions</p> <p>As it concerns construction services “continuing contracts” means contracts for professional services, as defined in Section 287.055, Florida Statutes and construction management services.</p> <p>“Major projects” means construction projects with a budget of more than \$4,000,000.</p> <p>“Minor projects” means construction projects with a budget of \$4,000,000 or less.</p> <p>As it concerns design or engineering services “continuing contracts” mean contracts for professional services, as defined in Section 287.055, Florida Statutes and construction management services.</p> <p>“Major projects” means design or engineering projects with a budget of more than \$500,000.</p> <p>“Minor projects” means design or engineering projects with a budget of \$500,000 or less.</p> <p>III. Delegation of Authority.</p>	

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 - ii. Failure of life safety suppression, detection and extinguishing systems;
 - iii. Students and/or employee health-related emergencies that occur as a result of unforeseen building and/or system deficiencies;
 - iv. Failure of or damage to building equipment, systems, utilities, or infrastructure as a result of but not limited to:
 1. Natural disaster (fire, sink hole, storm, hurricane, etc)
 2. Acts of war or terrorism
- b. Overcrowding of students caused by fire, storm or other casualty.

Action Item:
Continuing Services Vendors

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

Budget, Finance and Facilities Committee

Friday, August 14, 2020

Agenda Item: V

Subject: Continuing Services Vendors

Proposed Board Action:

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.

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.

Process for Procurement:

1. The RFQ was posted in April 10 2020 and submittals were due in May 5, 2020.
2. A selection committee consisting of 5 members was established to evaluate the responses and make recommendation, based on the pre-established selection criteria of:
 - a) Past Performance
 - b) Experience and Ability
 - c) Design Ability
 - d) Minority Business Enterprise (MBE) Credit
 - e) Work in Progress
 - f) SUS Work

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

After the reviews by the selection Committee the following firms were recommended for awarding the Continuing service agreements, based on their overall score and ranking.

Name of Vendor	Category
EMI Architects	Professional Architectural Continuing Services
Clemons, Rutherford & Associates	
Fitzgerald Collaborative Inc.	
HoyStarkHagan Architects	
MLD Architects	
Halff Associates, Inc.	Professional Civil Continuing Services
Kimley Horn	
George & Associates	
Spectra Engineers & Research, Inc.	
Dewberry Engineers Inc.	
Pinnacle Engineering Group	Professional MEP Continuing Services
Mcginniss & Fleming Engineering	
Watford Engineering Inc.	
Affiliated Engineers	
Allstate Construction Inc.	Professional Construction Management Continuing Services
RAM Construction and Development	
Albritton Williams Inc.	
Mad Dog Construction	
CSI Contracting, Inc.	
Rose Management Enterprises	Professional Environmental Continuing Services
Nova Engineering and Environmental, LLC.	
Wood + Partners Inc.	Professional Landscape Continuing Services
Marquis Latimer + Halback Landscape Architecture Planning	
Barkley Consulting Engineering, Inc.	Professional Structural Continuing Services
Bliss & Nyitray, Inc.	

Recommendation: Board of Trustees approve the selection of proposed Continuing Services vendors and authorizes 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.

Attachments: No

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

After the reviews by the selection Committee the following firms were recommended for awarding the Continuing service agreements, based on their overall score and ranking.

Name of Vendor	Category
EMI Architects	Professional Architectural Continuing Services
Clemons, Rutherford & Associates	
Fitzgerald Collaborative Inc.	
HoyStarkHagan Architects	
MLD Architects	
Halff Associates, Inc.	Professional Civil Continuing Services
Kimley Horn	
George & Associates	
Spectra Engineers & Research, Inc.	
Dewberry Engineers Inc.	
Pinnacle Engineering Group	Professional MEP Continuing Services
Mcginniss & Fleming Engineering	
Watford Engineering Inc.	
Affiliated Engineers	
Allstate Construction Inc.	Professional Construction Management Continuing Services
RAM Construction and Development	
Albritton Williams Inc.	
Mad Dog Construction	
CSI Contracting, Inc.	
Rose Management Enterprises	Professional Environmental Continuing Services
Nova Engineering and Environmental, LLC.	
Wood + Partners Inc.	Professional Landscape Continuing Services
Marquis Latimer + Halback Landscape Architecture Planning	
Barkley Consulting Engineering, Inc.	Professional Structural Continuing Services
Bliss & Nyitray, Inc.	

Recommendation: Board of Trustees approve the selection of proposed Continuing Services vendors and authorizes 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.

Attachments: No

Action Item:
Final FY 2020-2021 University Budget

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

Friday, August 14, 2020

Agenda Item: VI

Subject: Final FY 2020-2021 University Operating Budget

Rationale: Pursuant to Board of Governor's Regulation 9.007 State University Operating Budgets, the FY 2020-2021 operating budget must be approved by the University Board of Trustees (BOT) prior to submission to the Board of Governors. The final operating budget is due to the Board of Governors by August 21, 2020.

Attachments: Yes

1. 2020-2021 E&G Allocations
2. 2020-2021 Operating Budget – Summary Schedule 1
3. 2020-2021 E&G Operating Budget

FLORIDA A&M UNIVERSITY						
2020-2021 E&G ALLOCATIONS						
	General Revenue	Lottery	Student Fees	Student Financial Assistance	Risk Management Insurance	Total Appropriations
2019-20 Beginning Base Budget	\$101,399,947	\$19,996,199	\$67,801,614	\$624,417	\$1,482,953	\$191,305,130
Fund Shift from GR to Lottery	(2,667,772)	2,667,772				-
19-20 Performance Based Incentives	(13,750,113)					(13,750,113)
2019-20 Base Funding to Performance Funding - Institutional Investment	(14,831,071)					(14,831,071)
Total 2019-2020 Final Budget	70,150,991	22,663,971	67,801,614	624,417	1,482,953	162,723,946
*Amendment #1 Performance Funding Allocation of Institutional Investment	14,831,071					\$14,831,071
* Performance Based Funding	13,322,826					\$13,322,826
2020-21 GRAND TOTAL	98,304,888	22,663,971	67,801,614	624,417	1,482,953	190,877,843

FLORIDA AGRICULTURAL AND MECHANICAL UNIVERSITY
STATE UNIVERSITY SYSTEM OF FLORIDA
2020-2021 OPERATING BUDGET
SUMMARY SCHEDULE I

	Education & General ¹	Contracts & Grants ²	Auxiliaries ³	Local Funds ⁴							Faculty Practice Plan ⁵	Summary Totals
				Student Activities	Student Financial Aid	Concessions	Intercollegiate Athletics	Technology Fee	Self-Insurance	Board - Approved Fees		
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 Receipts/Revenues												
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 ⁶		\$ 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
25												
26 Operating Expenditures												
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												

FLORIDA AGRICULTURAL AND MECHANICAL UNIVERSITY
STATE UNIVERSITY SYSTEM OF FLORIDA
2020-2021 OPERATING BUDGET
SUMMARY SCHEDULE I

	Education & General ¹	Contracts & Grants ²	Auxiliaries ³	Local Funds ⁴							Board - Approved Fees	Faculty Practice Plan ⁵	Summary Totals
				Student Activities	Financial Aid	Concessions	Intercollegiate Athletics	Technology Fee	Self-Insurance				
47 Non-Operating Expenditures (* 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 ⁸		\$ 4,626,509	\$ 6,568,587	\$ 1,537,807					\$ 79,381				\$ 12,812,284
51 Other ⁷													\$ -
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%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-28.11%

1. The Education and General budget funds the general instruction, research, and public service operations of the universities. Universities have accumulated ending fund balances for activities such as the implementation and maintenance of Enterprise Resource Program systems, contingency for unfunded enrollment growth, potential budget reductions, anticipated increases in utilities, and prior year encumbrances (recorded, estimated liability at year-end for ordered or received goods or services), and compliance with Section 1011.45 F.S. on maintaining a 7% reserve.
2. The Contracts and Grants budget contains activities in support of research, public service, and training. Large fund balances are due to the timing of receipt of Federal contracts or grants.
3. Auxiliaries are ancillary support units on each university campus. Some of the major activities include housing, food services, book stores, student health centers, facilities management, and computer support. Ending fund balances includes financial activities such as debt service payments, reserve, repair and replacement reserves for future maintenance costs, construction/renovation of auxiliary facilities, and prior year encumbrances.
4. Local funds include the following university activities:
 - a. Student Activities - Supported primarily by the student activity and service fee and funds operations of the student government, cultural events, organizations, and intramural/club sports.
 - b. Financial Aid - This activity represents the financial aid amounts for which the university is fiscally responsible. Examples include: student financial aid fee, bright futures, federal grants, college work study, and scholarships. The ending fund balance represents a timing difference between the receipts of funds and disbursement to the students.
 - c. Concessions - These resources are generated from various vending machines located on the university campuses.
 - d. Athletics - Revenues are primarily derived from the student athletic fee, ticket sales, and sales of goods. Sufficient fund balances are maintained to provide the necessary support for ongoing athletic activities.
 - e. Technology fee - Collections are used to enhance instructional technology resources for students and faculty.
 - f. Self-Insurance Program - These programs are directed by the respective self-insurance councils and the captive insurance companies (These companies underwrite the risks of its owner and the owner's affiliates.). These activities are supported by premiums charged to the insured individuals and entities (primarily medical faculty and institutions).
 - g. Board-Approved Fees - Student fees proposed by each university and authorized by the Board of Governors to address specific student-based needs not addressed through another service or fee.
5. Faculty Practice - The Faculty Practice Plan collects and distributes income from faculty billings for patient services provided in conjunction with state university medical school programs.
6. Other Receipts/Revenues includes categories such as interest, penalties, refunds, admissions, fines, taxes, etc.
7. Other Non-Operating Expenditures includes categories such as refunds, payment of sales taxes, or indirect costs.
8. Transfers Out include items such as overhead assessments, Faculty Practice Plan transfers for medical faculty salaries, student financial aid support, etc. **Education & General transfers must be accompanied by detailed information.**

FLORIDA A&M UNIVERSITY
2020-2021 E&G OPERATING BUDGET

ADMINISTRATION	2019-20 BASE BUDGET	WORLD CLASS	PROFESSIONAL DEGREE	SUB-TOTAL	PERFORMANCE BASED FUNDING	2020-21 BASE BUDGET	2019-20 TITLE III BUDGET	TOTAL 2020-2021 BUDGET
PRESIDENT	2,940,574			2,940,574		2,940,574		2,940,574
CONTRACTS AND GRANTS	394,849			394,849		394,849		394,849
COMMUNICATIONS	1,114,468			1,114,468		1,114,468		1,114,468
VP ADMINISTRATION	8,943,953			8,943,953		8,943,953	350,000	9,293,953
VP DEVELOPMENT	1,508,544			1,508,544		1,508,544	330,000	1,838,544
VP AUDIT	916,463			916,463		916,463		916,463
COMPLIANCE AND ETHICS	379,926			379,926		379,926		379,926
VP LEGAL AFFAIRS	1,577,250			1,577,250		1,577,250		1,577,250
ITS	8,551,369			8,551,369		8,551,369		8,551,369
VP STRATEGIC PLANNING	1,536,263			1,536,263		1,536,263		1,536,263
UNIVERSITY RESERVES	-			-	13,322,826	13,322,826		13,322,826
CAMPUS SECURITY	2,947,359			2,947,359		2,947,359		2,947,359
TOTAL ADMINISTRATION	30,811,018	-	-	30,811,018	13,322,826	44,133,844	680,000	44,813,844
PLANT OPERATIONS & MAINTENANCE								
PHYSICAL PLANT	18,482,615			18,482,615		18,482,615		18,482,615
FACILITIES PLANNING	1,015,156			1,015,156		1,015,156		1,015,156
ENVIRONMENTAL SAFETY	938,434			938,434		938,434		938,434
TOTAL PO&M	20,436,205	-	-	20,436,205	-	20,436,205	-	20,436,205
LIBRARIES	4,265,546	-	-	4,265,546	-	4,265,546	-	4,265,546
STUDENT SERVICES								
VP STUDENT AFFAIRS	12,007,648			12,007,648		12,007,648		12,007,648
TUITION Differential NEED BASE	2,300,000			2,300,000		2,300,000		2,300,000
WOMEN ATHLETICS	1,737,177			1,737,177		1,737,177		1,737,177
TOTAL STUDENT SERVICES	16,044,825	-	-	16,044,825	-	16,044,825	-	16,044,825
TOTAL NON I&R	71,557,594	-	-	71,557,594	13,322,826	84,880,420	680,000	85,560,420
INSTRUCTIONS AND RESEARCH								
VP ACADEMIC AFFAIRS	13,104,992	2,003,984		15,108,976		15,108,976	3,291,200	18,400,176
ESI	1,988,638			1,988,638		1,988,638		1,988,638
ARCHITECTURE	3,590,312			3,590,312		3,590,312		3,590,312
SOCIAL SCIENCES	12,674,667			12,674,667		12,674,667		12,674,667
SBI	7,541,672		68,004	7,609,676		7,609,676	115,433	7,725,109
CAFS	4,845,926			4,845,926		4,845,926		4,845,926
BROOKSVILLE	425,808			425,808		425,808	200,000	625,808
JOURNALISM	2,369,754			2,369,754		2,369,754		2,369,754
EDUCATION	4,539,705			4,539,705		4,539,705		4,539,705
NURSING	2,250,381			2,250,381		2,250,381		2,250,381
PHARMACY	11,895,178		65,481	11,960,659		11,960,659		11,960,659
ALLIED HEALTH	4,473,524		80,000	4,553,524		4,553,524		4,553,524
SCIENCE AND TECHNOLOGY	9,021,073			9,021,073		9,021,073		9,021,073
GRADUATE STUDIES	1,027,121			1,027,121		1,027,121		1,027,121
ENGINEERING	621,471			621,471		621,471		621,471
LAW SCHOOL	12,347,620		1,562,112	13,909,732		13,909,732		13,909,732
TUITION DIFFERENTIAL	5,000,000			5,000,000		5,000,000		5,000,000
TOTAL I&R	97,717,842	2,003,984	1,775,597	101,497,423	-	101,497,423	3,606,633	105,104,056
TOTAL ALLOCATED BUDGET	169,275,436	2,003,984	1,775,597	173,055,017	13,322,826	186,377,843	4,286,633	190,664,476
UNALLOCATED STUDENT FEE BUDGET AUTHORITY	4,500,000			4,500,000	-	4,500,000	-	4,500,000
GRAND TOTAL ALLOCATIONS	173,775,436	2,003,984	1,775,597	177,555,017	13,322,826	190,877,843	4,286,633	195,164,476

Information Item:
Pandemic Financial Planning Scenarios

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

Budget, Finance and Facilities Committee

Friday, August 14, 2020

Agenda Item: VII

Subject: Pandemic Financial Planning Scenarios

Background Information and Summary: Dr. Alan Robertson, Vice President for Finance and Administration and Chief Financial Officer, will provide information on various scenarios related to financial planning during and as a result of the COVID19 pandemic.

Attachments: No

Information Item:
University Construction Updates

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

Budget, Finance and Facilities Committee

Friday, August 14, 2020

Agenda Item: VIII

Subject: University Construction Updates

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

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

Attachments: Yes

1. Presentation slides of construction project pictures and status update charts
2. List of University Construction Oversight Meeting Dates

Major Capital Projects Update

- ❖ **Center for Access and Student Success (CASS)**
- ❖ **700 Bed Residence Hall**
- ❖ **Central Energy Plant (CEP)**
- ❖ **FAMU Student Service Center Dining Hub**
- ❖ **Student Amphitheater**

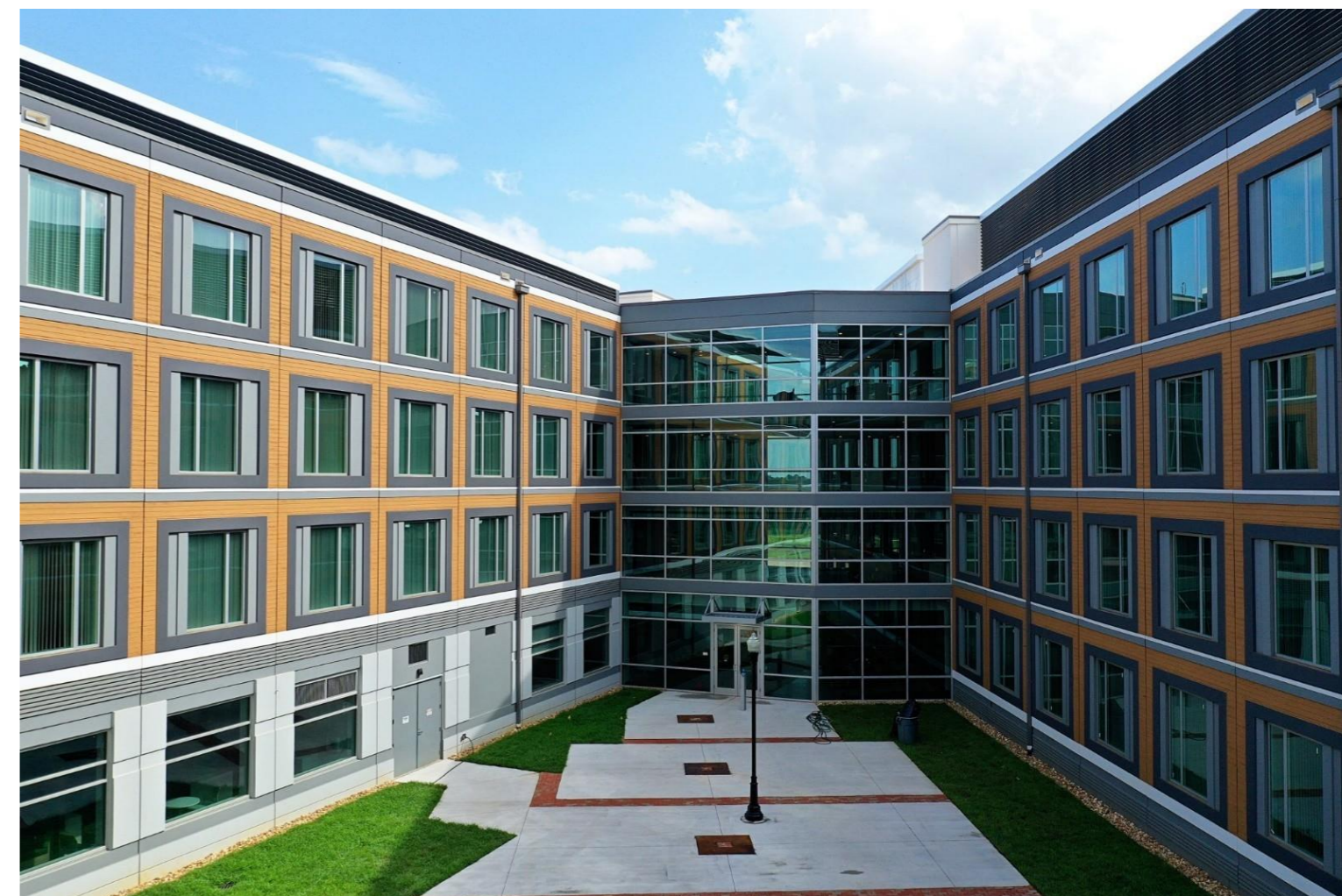
Center for Access and Student Success (CASS)



Center for Access and Student Success (CASS)

Project Status Report:		Budget: \$41,000,000	Date: 8/14/2020	
Project #:	Project Name:	University Project Manager:	Project Status: Material Delay	
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		
Timely Completion Risk:		COVID-19, Material Delivery		
Mitigation Strategy:		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

Project Status Report:		Budget: \$58,398,023		Date: 8/14/2020	
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			
Construction Status (% Complete):	Contractor:	Occupancy Date:			
100%	Construct Two Group (CTG)	August 11, 2020			
On Time					
Timely Completion Risk:					
Mitigation Strategy:					
Project Contracts:	Expenses:	Encumbrances:	Remaining:		
\$55,850,825	\$48,240,438	\$7,265,683	\$344,704		

Central Energy Plant (CEP)



Central Energy Plant (CEP)

Project Status Report:		Budget: \$3,363,348	Date: 8/14/2020	
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		
Construction Status (% Complete):	Contractor:	Occupancy Date:		
100%	Lang Mechanical Inc.	April 30, 2020		
Timely Completion Risk: Mitigation Strategy:				
Project Contracts:	Expenses:	Encumbrances:	Remaining:	
\$3,364,614	\$3,182,326	\$182,288	0	

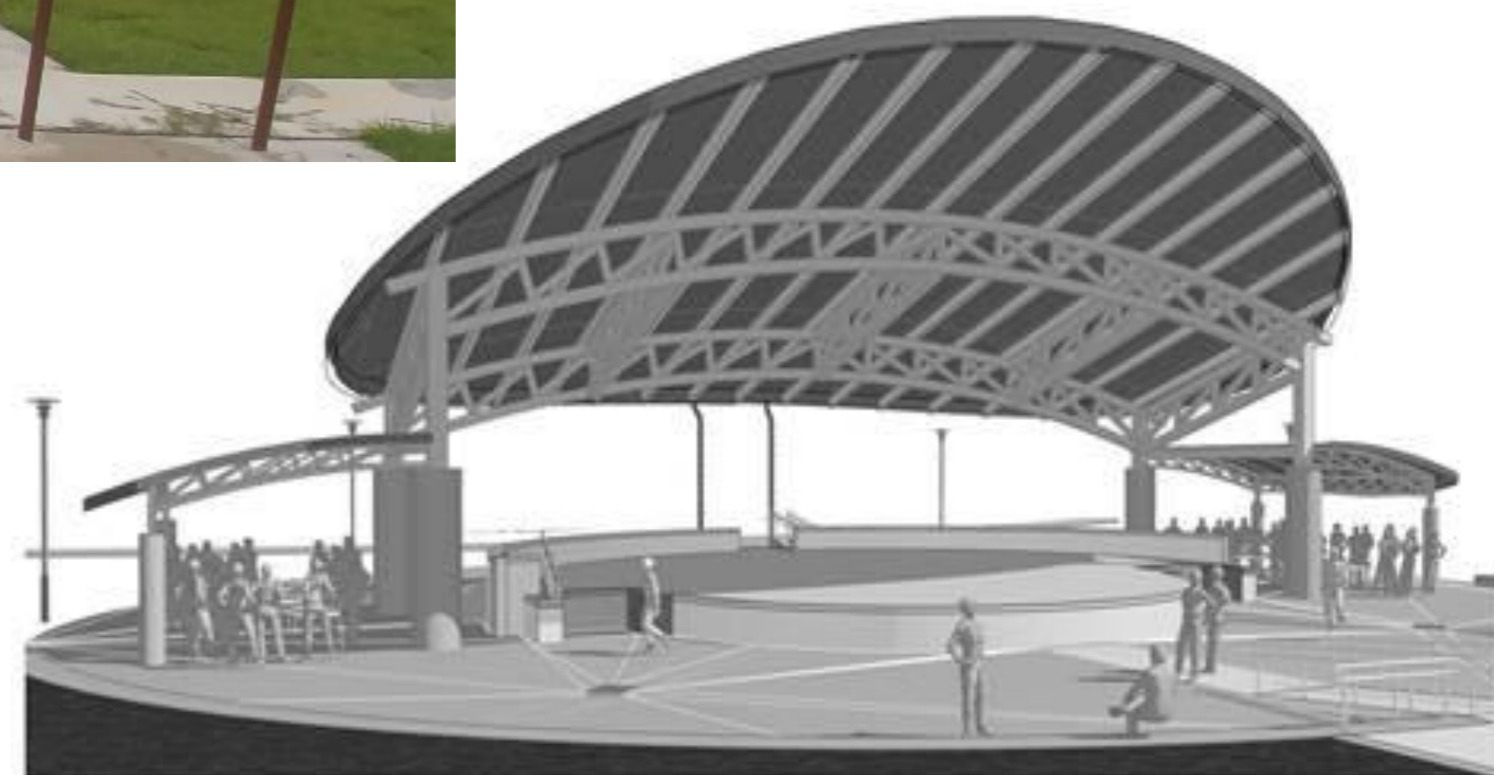
Student Service Center Dining Hub



Student Service Center Dining Hub

Project Status Report:		Budget: \$10,869,230		Date: 7/24/2020	
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	Oct 30, 2020			
Construction Status (% Complete):	Contractor:	Occupancy Date:			
22%	CTG/Genterra	Nov 30, 2020			
On track with revised schedule					
Timely Completion Risk: Severe weather, equipment delivery, COVID-19.					
Mitigation Strategy: Developer will work with Auxiliary Services, Metz and Genterra weekly to reduce the risk associated with long lead time equipment.					
Project Contracts:		Expenses:		Encumbrances:	
\$10,869,230		\$2,932,000		\$4,660,654	
				Remaining:	
				\$3,276,577	

Student Amphitheater



Student Amphitheater

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

Monthly FAMU Construction Oversight Meetings

Thursday, January 23, 2020	11:00-12:00pm
Thursday, February 20, 2020	8:30-9:30am
Friday, March 27, 2020	12:00-1:00pm
Monday, April 27, 2020	8:30-9:30am
Wednesday, May 27, 2020	1:30-2:30pm
Monday, June 29, 2020	8:30-9:30am
Friday, July 24, 2020	8:30-9:30am
Thursday, August 20	8:30-9:30am
Thursday, September 24	8:00-9:00am
Thursday, October 22	8:00-9:00am
Monday, November 16	8:30-9:30am
Thursday, December 17	8:30-9:30am