ACTION ITEM:
March 4, 2020 Minutes

Trustee Kimberly Moore
ACTION ITEM:
FY2019-2020
Operating Budget Amendment

Dr. Alan Robertson
Vice President for Finance & Administration / CFO
Additional Budget Authority for Student Health Insurance Payment

Additional Budget Authority is requested in the following budget entity:

- **Fund 116 Auxiliaries** – $1,175,765

- **Student Health Services.** An additional budget authority in the amount of $1,175,765 is required to pay the student insurance premiums. The revenue has been collected for Fall semester and partial enrollment for the Spring and Summer Semester, the payment is made to our insurance vendor with the revenue that is collected from the students that opt-in for student health insurance coverage.
ACTION ITEM:
Preliminary University Budget 2020-2021

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

Pursuant to Board of Governor’s Regulation 9.007 state University Operating Budgets, the FY 2020-21 preliminary operating budget must be approved by the University Board of Trustees (BOT) prior to submission to the Board of Governors. The preliminary budget is due to the Board of Governors on June 22, 2020. The Board of Governors must submit the approved budgets to the State Comptroller’s Office before year-end to have cash releases processed from the State Treasury for the university operations.

The University’s Budget Office along with the President, Provost and CFO is currently working to complete the final operating budget. The final operating budget will be presented to the BOT for approval in August 2020. Each university will be required to submit a signed certification form after the Board of Trustees has approved the final budget in August.

Recommendation:

It is recommended that the Board of Trustees approve the amendment to the FY20202021 Preliminary Operating Budget
Please refer to pages 14-15 in the Committee Materials Packet
ACTION ITEM:
Amendment to Regulation 3.017, Schedule of Tuition and Fees

Dr. Alan Robertson
Vice President for Finance & Administration / CFO
Amendment to Regulation 3.017, Schedule of Tuition and Fees

**Rationale:**
The amendment to this Regulation reduces the previously approved redistribution of $3.00 to $1.50 from the Technology Fee to the Athletics Fee. Based on the regulation and state rules the University is limited to increase certain student fees by 5% to stay in compliance with State Statute. This reallocation represents no overall change in Tuition and Fees from the fiscal year 2019-20 rate. The amendment to this Regulation increases the repeat course fee rate from $192.85 to $193.86 as mandated by the State University System (SUS) of Florida Board of Governors determined Repeat Course Fee for 2020-21.

**Recommendation:**
Approval of the amendment to Regulation 3.017 – Schedule of Tuition and Fees
ACTION ITEM:
2021-2022 Fixed Capital Outlay Budget Request

Dr. Alan Robertson
Vice President for Finance & Administration / CFO
Five-year Capital Improvement Plan & 2021-2022 Fixed Capital Outlay Legislative Budget Request

Background:
Each year all SUS Universities are required to prepare and submit their five year Capital Improvement Plan (CIP) requests. These requests for academic facilities should be consistent with the findings of the University’s Educational Plant Survey and the Master Plan.

Our CIP project requests for FY2021 -22 are listed in order of priority. The CIP due date to the Board of Governors is July 1, 2020.

Recommendation:
Board of Trustees approve the Five-Year Capital Improvement Plan 2021–2026 and authorizes the President to forward the Board approved plan to the BOG.
## Five-year Capital Improvement Plan & 2021-2022 Fixed Capital Outlay Legislative Budget Request

### PECO-ELIGIBLE PROJECT REQUESTS (ONLY)

<table>
<thead>
<tr>
<th>Priority No.</th>
<th>Project Title</th>
<th>Projected Annual Funding</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Campus-wide Utility Infrastructure</td>
<td>$5,399,000</td>
<td>$5,399,000</td>
<td>$4,664,000</td>
<td>$10,097,000</td>
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<tr>
<td>2</td>
<td>Chemical and Biological Research Laboratory Center</td>
<td>$1,418,000</td>
<td>$1,418,000</td>
<td>$15,662,106</td>
<td>$2,305,487</td>
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<tr>
<td>3</td>
<td>Dyson Pharmacy Building Demolition</td>
<td>$2,486,842</td>
<td>$2,486,842</td>
<td>$2,486,842</td>
<td>$2,486,842</td>
<td>$2,486,842</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>School of Business and Industry South</td>
<td>$1,812,065</td>
<td>$1,812,065</td>
<td>$17,037,066</td>
<td>$1,850,000</td>
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<tr>
<td>5</td>
<td>Benjamin Banneker Complex Demolition</td>
<td>$4,900,833</td>
<td>$4,900,833</td>
<td>$4,900,833</td>
<td>$4,900,833</td>
<td>$4,900,833</td>
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</tr>
<tr>
<td>6</td>
<td>Howard Hall</td>
<td>$2,812,065</td>
<td>$2,812,065</td>
<td>$9,234,300</td>
<td>$2,150,000</td>
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<tr>
<td>7</td>
<td>Perry-Faige</td>
<td>$798,910</td>
<td>$798,910</td>
<td>$8,392,667</td>
<td>$8,392,667</td>
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<td></td>
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<tr>
<td>8</td>
<td>FAMU-FSU College of Engineering Bldg. C</td>
<td>$15,200,000</td>
<td>$15,200,000</td>
<td>$66,000,000</td>
<td>$5,800,000</td>
<td></td>
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<tr>
<td>10</td>
<td>Land Acquisition</td>
<td>$6,500,000</td>
<td>$6,500,000</td>
<td>$4,500,000</td>
<td>$4,500,000</td>
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<td></td>
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</tbody>
</table>

**Total:** $36,285,913 $123,533,181 $16,405,487 $ - $ -

### Academic or Other Programs to Benefit from Project

<table>
<thead>
<tr>
<th>Assignable Square Feet (NASF)</th>
<th>Gross Square Feet (GSF)</th>
<th>Project Cost</th>
<th>Project Cost Per GSF</th>
<th>Plant Survey Recommended Date &amp; Rec. #</th>
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</thead>
<tbody>
<tr>
<td>All</td>
<td>N/A</td>
<td>N/A</td>
<td>$20,160,000</td>
<td>N/A</td>
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<tr>
<td>Chem./Pharm./Biology</td>
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<td>34,458</td>
<td>$19,605,593</td>
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<tr>
<td>Chem./Pharm./Biology</td>
<td>33,509</td>
<td>53,614</td>
<td>$2,486,842</td>
<td>456</td>
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<tr>
<td>Business/ Industry</td>
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<td>42,325</td>
<td>$20,496,131</td>
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<tr>
<td>Eng. Tech/ Social Work</td>
<td>50,353</td>
<td>80,564</td>
<td>$4,390,833</td>
<td>712</td>
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<tr>
<td>Army ROTC</td>
<td>9,054</td>
<td>14,486</td>
<td>$14,196,365</td>
<td>960</td>
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<tr>
<td>Agriculture/Navy/Food Science</td>
<td>12,543</td>
<td>20,069</td>
<td>$9,191,777</td>
<td>458</td>
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<tr>
<td>Engineering</td>
<td>109,000</td>
<td>163,867</td>
<td>$87,000,000</td>
<td>531</td>
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<tr>
<td>Transitional Space</td>
<td>22,710</td>
<td>36,336</td>
<td>$3,354,040</td>
<td>92</td>
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<tr>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>$15,500,000</td>
<td>N/A</td>
</tr>
</tbody>
</table>

Florida A&M University
ACTION ITEM:
2020-2025 Educational Plant Survey

Dr. Alan Robertson
Vice President for Finance & Administration / CFO
2020-2025 Educational Plant Survey

Background:
• An Educational Plant Survey (EPS) is required at least once every five (5) years for all public educational entities, including state universities. At the request of the Florida Agricultural and Mechanical University (FAMU), Board staff facilitated and coordinated the Survey Team and participated with university staff on the EPS to ensure that all the requirements of section 1013.31, Florida Statutes, were satisfied.
• The EPS covers the period July 1, 2020, through June 30, 2025.

Recommendation:
Review and approve the completed Florida Agricultural and Mechanical University Educational Plant Survey.
INFORMATION ITEM:
Financial Status Report

Dr. Alan Robertson
Vice President for Finance and Administration / CFO
Financial Status Report

Please refer to page #147 in the Committee Materials Packet
<table>
<thead>
<tr>
<th>Fund</th>
<th>Fund Name</th>
<th>Approved Budget</th>
<th>Inclusions and Expenditures</th>
<th>Budget Status</th>
<th>Percent of Budget Expended</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>General Revenue</td>
<td>$103,102,374</td>
<td>$107,495,678</td>
<td>Under</td>
<td>4,393,304</td>
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<tr>
<td>102</td>
<td>Tuition and Student Fees</td>
<td>67,901,014</td>
<td>66,186,100</td>
<td>Under</td>
<td>1,714,914</td>
</tr>
</tbody>
</table>
| 104  | Educational Enhancement (Lottery) | 10,945,565 | 10,945,565 | Under | 0%
| Total Education and General | $181,949,955 | $184,633,843 | Under | 2,683,888 |
| 110  | Housing Trust Fund | 10,296,062 | 10,017,857 | Under | 2,258,205 |
| 118  | Auxiliary Trust Fund | 22,501,778 | 15,622,622 | Under | 6,879,156 |
| 201  | Auxiliary MAR Fund | 2,362,122 | 2,362,122 | Under | 0%
| 701  | Housing Public Service | 4,477,032 | 4,149,555 | Under | 327,477 |
| Total Auxiliary Enterprises | $39,568,692 | $34,988,581 | Under | 4,580,111 |
| Total Intercolligate Athletics | $10,231,129 | 8,948,752 | Under | 1,282,378 |
| Total Convocations | $241,308 | 93,277 | Under | 148,031 |
| Total Technology Fee | $2,356,203 | 1,281,224 | Under | 1,074,979 |
| Total Activities | $47,085,803 | 33,065,386 | Under | 4,020,417 |
| 117  | Student Registration Fee (403810) | 77,021 | 59,407 | Under | 17,614 |
| 117  | Orientation Fee (440000) | 308,006 | 316,229 | Under | 8,223 |
| 117  | Student Activities - Activities and Services Fee (41 Series) | 9,827,788 | 2,070,000 | Under | 7,757,788 |
| Total Student Activities | $40,803,803 | 3,558,296 | Under | 37,245,507 |
| 117  | Student Financial Aid | $330,000 | $151,284 | Under | 178,716 |
| 117  | Administrative Expense Fin Aid (451210) | 735,500 | 150,500 | Under | 585,000 |
| 117  | Administrative Contoller (451220) | 184,706 | 74,375 | Under | 110,331 |
| 201  | Title IV Administrative Expense (410000) | 256,000 | 120,000 | Under | 136,000 |
| 201  | College Work Experience Program (410665) | 275,000 | 235,378 | Under | 40,622 |
| 201  | Federal Work Study Program (410625) | 625,000 | 648,180 | Under | 23,080 |
| 201  | Scholarship Fund | 42,000,000 | 37,000,000 | Under | 5,000,000 |
| 301  | Federal Perkins Loan Program (500010) and other Fund 301 | 400,000 | 33,121 | Under | 366,879 |
| 301  | Other Tuition Assistance Grant (511700) | 3,060,000 | 2,400,341 | Under | 649,659 |
| Total Financial Aid | $48,100,111 | $41,911,476 | Under | 6,188,635 |
| Contracts & Grants | $63,888,893 | $30,785,062 | Under | 33,103,831 |
| Grand Total | $381,888,271 | $312,015,714 | Under | 69,872,557 |

**Key Assumptions**

*Salaries are numbered for 12 months*
INFORMATION ITEM:
Project Updates – University Construction / Operations

Dr. Alan Robertson
Vice President for Finance and Administration / CFO
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)
## Project Status Report: Center for Access and Student Success (CASS)

<table>
<thead>
<tr>
<th>Project Status Report:</th>
<th>Budget: $41,000,000</th>
<th>Date: 6/3/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project #:</td>
<td>Project Name:</td>
<td>University Project Manager:</td>
</tr>
<tr>
<td>BRFM 337</td>
<td>Center for Access and Student Success</td>
<td>David Rosenfeld/Craig Talton</td>
</tr>
<tr>
<td>Design Status (% Complete):</td>
<td>Designer:</td>
<td>Substantial Completion Date:</td>
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<tr>
<td>100%</td>
<td>JRA Architects</td>
<td>September 30, 2020</td>
</tr>
<tr>
<td>Construction Status (% Complete):</td>
<td>Contractor:</td>
<td>Occupancy Date:</td>
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<td>60%</td>
<td>Ajax Construction</td>
<td>October 2020</td>
</tr>
</tbody>
</table>

**Timely Completion Risk:** COVID-19  
**Mitigation Strategy:** Contractors Following State & Federal Guidelines

<table>
<thead>
<tr>
<th>Project Contracts:</th>
<th>Expenses:</th>
<th>Encumbrances:</th>
<th>Remaining:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$41,000,000</td>
<td>$18,896,481</td>
<td>$21,887,577</td>
<td>$215,942</td>
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</table>
## 700 Bed Residence Hall

<table>
<thead>
<tr>
<th>Project Status Report:</th>
<th>Budget: $59,500,000*</th>
<th>Date: 6/3/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project #:</td>
<td>Project Name:</td>
<td>University Project Manager:</td>
</tr>
<tr>
<td>BRFM 343</td>
<td>700 Bed Residence Hall</td>
<td>David Rosenfeld/Craig Talton</td>
</tr>
<tr>
<td>Design Status (% Complete):</td>
<td>Designer:</td>
<td>Substantial Completion Date:</td>
</tr>
<tr>
<td>100%</td>
<td>Finfrock Design Inc.</td>
<td>July 27, 2020</td>
</tr>
<tr>
<td>Construction Status (% Complete):</td>
<td>Contractor:</td>
<td>Occupancy Date:</td>
</tr>
<tr>
<td>90%</td>
<td>Construct Two Group (CTG)</td>
<td>August 11, 2020</td>
</tr>
</tbody>
</table>

**Timely Completion Risk:** Completion of the Central Energy Plant by April 25th

**Mitigation Strategy:** A temporary chiller and boiler will be utilized.

<table>
<thead>
<tr>
<th>Project Contracts:</th>
<th>Expenses:</th>
<th>Encumbrances:</th>
<th>Remaining:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$56,635,386</td>
<td>$46,205,103</td>
<td>$9,973,702</td>
<td>$456,580</td>
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</table>
Central Energy Plant (CEP)
# Central Energy Plant (CEP)

## Project Status Report:

<table>
<thead>
<tr>
<th>Project #:</th>
<th>Project Name:</th>
<th>University Project Manager:</th>
</tr>
</thead>
<tbody>
<tr>
<td>BRFM 343</td>
<td>Central Energy Plant</td>
<td>David Rosenfeld</td>
</tr>
</tbody>
</table>

## Design Status (% Complete):

- Design Status: 100%
- Designer: Pinnacle Engineering Group
- Substantial Completion Date: March 30, 2020

## Construction Status (% Complete):

- Construction Status: 98%
- Contractor: Lang Mechanical Inc.
- Occupancy Date: April 30, 2020

## Timely Completion Risk:

- Mitigation Strategy:

## Project Contracts:

<table>
<thead>
<tr>
<th>Expenses:</th>
<th>Encumbrances:</th>
<th>Remaining:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$3,364,614</td>
<td>$3,010,041</td>
<td>$354,572</td>
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## Budget:

- Project Budget: $3,363,348*
Student Service Center Dining Hub
# Student Service Center Dining Hub

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<tr>
<th>Project Status Report:</th>
<th>Budget: $9,300,000*</th>
<th>Date: 6/3/2020</th>
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<tbody>
<tr>
<td>Project #:</td>
<td>Project Name:</td>
<td>University Project Manager:</td>
</tr>
<tr>
<td>BRFM 343</td>
<td>Student Dining Facility</td>
<td>Elston Peets</td>
</tr>
<tr>
<td>Design Status (% Complete):</td>
<td>Designer:</td>
<td>Substantial Completion Date:</td>
</tr>
<tr>
<td>100%</td>
<td>Andy Share and Associates</td>
<td>Oct 30, 2020</td>
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<tr>
<td>Construction Status (% Complete):</td>
<td>Contractor:</td>
<td>Occupancy Date:</td>
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<tr>
<td>12%</td>
<td>CTG/Genterra</td>
<td>Nov 30, 2020</td>
</tr>
</tbody>
</table>

**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.

<table>
<thead>
<tr>
<th>Project Contracts:</th>
<th>Expenses:</th>
<th>Encumbrances:</th>
<th>Remaining:</th>
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</thead>
<tbody>
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<td>$9,269,230</td>
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<td>$4,807,407</td>
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<td>Budget: $2,727,934*</td>
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<tr>
<td>------------------------</td>
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<td>----------------</td>
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<tr>
<td><strong>Project #:</strong></td>
<td><strong>Project Name:</strong></td>
<td><strong>University Project Manager:</strong></td>
<td></td>
</tr>
<tr>
<td>CITF 2019</td>
<td>Student Amphitheater</td>
<td>David Rosenfeld</td>
<td></td>
</tr>
<tr>
<td><strong>Design Status (% Complete):</strong></td>
<td><strong>Designer:</strong></td>
<td><strong>Substantial Completion Date:</strong></td>
<td></td>
</tr>
<tr>
<td>100%</td>
<td>GRC Architects</td>
<td>Aug, 2020</td>
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<tr>
<td><strong>Construction Status (% Complete):</strong></td>
<td><strong>Contractor:</strong></td>
<td><strong>Occupancy Date:</strong></td>
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<tr>
<td>75%</td>
<td>RAM Construction</td>
<td>Sep, 2020</td>
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**Timely Completion Risk:** Severe weather (impact will be minimal)

**Mitigation Strategy:** None

<table>
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<tr>
<th>Project Contracts:</th>
<th>Expenses:</th>
<th>Encumbrances:</th>
<th>Remaining:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$2,227,934</td>
<td>$1,516,624</td>
<td>$165,483</td>
<td>$90,605</td>
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INFORMATION ITEM:
Duke Energy / Brooksville Update

Dr. Fred Gainous
Director, Brooksville Agricultural and Environmental Research Station
Duke Energy / Brooksville Update

• Lease agreement signed March 2019 for 800 acres.

• Two year due diligence period expires 02-28-2021.

• Rent for due diligence period is $32,000 per year. Both payments have been made.

• Due diligence is ongoing. The interconnection point with the Withlacoochee Electric Cooperative could cost as much as $10 million.

• Officials at Duke Energy believe they will be able to make a decision on the site by the close of the third quarter of 2020.

• If so, there would be a two year construction period at between $240,000 and $320,000 per year.

• Operational Period would be for 25 years at between $510,000 and $680,000 per year.
INFORMATION ITEM:
Housing Facilities Update

Dr. Jennifer Wilder
Director, University Housing
Housing Facilities Update

• Gibbs Hall
  3rd Floor North
  • Masonry repair completed on building exterior
  • Project is on schedule and moving along as planned

Elevator
• Cab refurbished April 20-22, 2020
• Door Replacement scheduled for June 11-19, 2020
• Cylinder Replacement scheduled for June 22-30, 2020
“At FAMU, Great Things are Happening Every Day!”