

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



Facilities Planning Committee Meeting

Date: Wednesday, February 10, 2016

Time: 3:00 PM

Location: Conference Call-President's Conference Room

Committee Members: Kimberly Moore, Chair
Bettye Grable, Kelvin Lawson, Gary McCoy, Robert Woody

AGENDA

- | | | |
|-----|---------------|-------------|
| I. | Call to Order | Chair Moore |
| II. | Roll Call | |

ACTION ITEM

- | | | |
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| III. | Approval of Minutes – December 10, 2015 | Chair Moore |
|------|---|-------------|

INFORMATION ITEMS

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|------|--|-------------------------|
| IV. | Updates on DOE Capital Financing Preliminary Application | AVP Sameer Kapileshwari |
| V. | Update on Public-Private Partnership (P3) | |
| VI. | Updates on Continuing Services Agreements | |
| VII. | Adjournment | Chair Moore |



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ACTION ITEM**

**Facilities Planning Committee
Date: Wednesday, February 10, 2016
Agenda Item: III**

Item Origination and Authorization				
Policy _____	Award of Bid _____	Budget Amendment _____	Change Order _____	
Resolution _____	Contract _____	Grant _____	Other _____	

Action of Board				
Approved _____	Approved w/ Conditions _____	Disapproved _____	Continued _____	Withdrawn _____

Subject: Approval of Facilities Planning Committee Meeting Minutes (December 10, 2015)

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

Attachments: Facilities Planning Committee Meeting Minutes (December 10, 2015)

Recommendation: Approve the minutes of the December 10, 2015 Facilities Planning Committee Meeting.

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**Facilities Planning Committee Minutes
Trustee Karl White, Chair**

Thursday, December 10, 2015

SUMMARY MINUTES

(Transcript of meeting will be posted on FAMU website when available)

Committee Members Present: Chairman Karl White, Trustee Bettye Grable, Trustee Kimberly Moore, Trustee Nicole Washington, and Trustee Robert Woody.

Chairman White called the meeting to order at 1:30 P.M. Ms. Cynthia Russell called the roll. A quorum was established.

Action Items

Approval of Summary Minutes – July 21, 2015

There were no revisions to the minutes. Trustee White moved to approve the minutes, and the motion was seconded by Trustee Moore. The motion carried.

The next item was an election of a Vice Chair for the Facilities Planning Committee. A motion was made by Trustee Grable to nominate Trustee Robert Woody.

Items requiring Action and questions/comments associated with this agenda item:

<i>Quincy Farm Utility Easement</i>	A motion was made by Trustee Washington to approve the Quincy Farm Utility Easement, and the motion was seconded by Trustee Woody.
<i>Campus Development Agreement</i>	A motion was made by Trustee Woody to approve the Campus Development Agreement, and the motion was seconded by Trustee Moore.

Information Items

Maintenance Agreement for Orlando Campus	No discussion or comments were made pertaining to the Maintenance Agreement for the Orlando Campus.
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A/E RFQ for CASS Building and RFI for P3 Status Updates	I was just curious on whether or not we were looking at future plans for the 3 rd and 4 th floors of the library. (Trustee Garble)
	Yes, we will be working on that as well. We also recently revamped our Space Committee, which will not only look at the space but will have some physical oversight over that. (Sameer)
	From previous discussions about some work on the field house, I understand that the work on the stadium is in the 4 th phase. So would any interim work be done on the field house to upgrade the conditions there? (Trustee Warren)
	We will definitely look into to that and also work with AD Overton. Yes, the Athletic complex process was part of the P3, but simultaneously we are also looking at working on the stadium and whatever things we need to do so that we are ready for the next playing season. We will work on that with AD Overton. (Sameer)
	After some input from the Special Committee on Athletics, is there some coordination taking place as to what the plan is and have there been conversations with that Committee, or is this all a product of that? (Trustee Warren)
	Yes, it will be part of it. I will have to go back a little bit; the previous Chair for Facilities Planning Committee, Trustee McWilliams who chaired both of the Committees, Athletics and ours, to make sure that there was a discussion. Simultaneously, we are working with AD Overton and his team. As a matter of fact, for our P3, we have a Selection Committee established and we are really fortunate that AD Overton has allowed Coach Wood to be a part of the Selection Committee. Yes, there will be continued discussion to make sure that their vision is translated into what we do. (Sameer)
	I have a similar question to Trustee Warren. Because former Trustee McWilliams had been the Chair of the Athletic Committee and I chaired it before him, we had discussions about it, but we never really pinned a flag on the field house issue. My only question is the larger work to the stadium is probably a little further out, but we talked about doing some short term things that would help the coach in his recruiting efforts and other things so are we still in that mind set of trying to do some short term fixes that would fit into the grandeur of things? (Trustee Lawson)

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	Yes, and I will reach out to AD Overton to make sure that we are moving in that direction and that we have an interim plan and don't have to wait for three years until the overall P3 project comes along. (Sameer)
	So, with our Committee, we would like to get an update from you not here, but just a timeline around when you would do some of those short term cosmetics things that would tie into the bigger picture. One of the things that we won't touch on here, but maybe tomorrow is the overall condition of Athletics and where we stand and some of the challenges that we have concerning the field house. Also, we discussed trying to raise money separately. I like the fact that it fits into your bigger plan. (Trustee Lawson)
	Yes, absolutely. (Sameer)
	What is the feedback that you are getting on the P3 in terms of interest of firms and their willingness to submit or participate? (Trustee Woody)
	We had a forum that was done last month, November, and was very well attended. We really appreciate the Vice Presidents who attended, Vice President Miller and Provost, and most importantly AD Overton, who came and shared their vision. It really got everyone excited. We got a great response. I was telling my team that if we get 5 to 7 we are in good shape, but we ended up getting 13 responses. Most of them are for all phases of the project and we are really excited. This along with the establishment of the Selection Committee enables us to start looking at the details. (Sameer)
	I would like to provide to the other Trustees a clearer understanding about this whole concept of the P3 Private Partnership. Obviously, this is a new thing for us. It is actually a relatively new thing clearly in the state, but also in the country. This is where we have a private party who is putting up the capital and has capital at risk around these projects which creates another level for us as an institution to pull around these sorts of facility issues and so, 1) it's nice to know that we have an interest and; 2) we need to make sure that we pay close attention to get this done and done right. (Trustee Woody)
	Yes, absolutely. (Sameer)
	I just had a comment. I noticed that at the last BOG meeting, it was actually one of the Trustees that presented the P3 project and perhaps, we, the Board, into accepting that project. I think it behooves us that if this is something that we want to take seriously and really feel that this is internal to the future of the institution, that one of us or a few of us really learn and invest in spending some time in figuring out what this is

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	<p>Included. We need to become pretty well versed on how this moves forward because I know there have been a lot of concerns by different stakeholders as to how this works in different messaging going forward so I think that if this is something that we are serious about, that we need to think about who is going to be the point of contact and shepherd and champion this moving forward. (Trustee Washington)</p>
	<p>I agree with everything Trustee Washington just shared. I think it also goes to the fact that it is important that the Board of Trustee members have the opportunity to attend the Board of Governors meetings because clearly this private public partnership is the way to go if we are going to have the support from the BOG that we need for future projects as well. (Trustee Grable)</p>
<p>Construction Project and Crestview Signage Updates</p>	<p>No discussion or comments were made pertaining to the Construction Project and Crestview Signage updates.</p>
	<p>So if there are no other questions or comments, this Committee meeting is adjourned. (Trustee White)</p>

There was no further business. The meeting adjourned at 2:00 p.m.

Karl White
Committee Chairman

Transcribed by:
Cynthia F. Russell



**Florida Agricultural and Mechanical University
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INFORMATION ITEM**

**Facilities Planning Committee
Wednesday, February 10, 2016
Agenda Item: IV**

Subject: DOE Capital Financing preliminary application

Summary:

Recognizing the prominent role of Historically Black Colleges and Universities in American history, the U.S. Department of Education's Capital Financing Program addresses a widespread need of HBCUs for capital improvements and their general lack of access to traditional funding sources. This unique program:

- Finances important capital projects at the lowest cost of borrowing available in today's challenging credit environment.
- Guarantees repayment of debt principal through the U.S. Department of Education, with no fee.
- Grants loans typically ranging from \$10 to \$20 million, but may be larger.

Rice Financial Products Company has been selected to serve as the Designated Bonding Authority for the U. S. Department of Education's Historically Black College and University (HBCU) Capital Financing Program.

Participation in this program is a multi-step process. The first step is the submission of a preliminary application that provides the agency with information about the applicant's financial condition and a brief description of the kinds of projects it wants to finance with the proceeds of the HBCU financing. The DOE uses this information to determine if the project is creditworthy and meets the program's eligibility requirements. If the agency determines that these requirements are satisfied, the applicant is permitted to submit a full application.

The preliminary application provides University contact information, enrollment and financial data, summary of the existing borrowings to be considered for refinancing, and descriptions of the proposed HBCU loan borrowings to address University priority projects.

The preliminary application was submitted on January 20, 2016. It includes a request to borrow \$49.2M for refinancing of existing debt. The interest rates on the existing debt ranges between 4.6% to 5.1% and includes 2010 Series A for \$12.6M, 2012 Series A for \$27.3M eligible bonds, and 2012 Series B for \$9.3M.

In addition to including a request to borrow funds to the refinance above-mentioned bonds, the preliminary application also includes a request to borrow HBCU funds totaling approximately \$20.3M to address the following needs:

1. Refurbish existing student laboratory space

FAMU's teaching laboratory space critically needs updating to better support our mission of producing STEM graduates and providing foundational education for our engineering students. The needs are across our Science & Technology curriculum, and include:



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- Biology, 5 labs (anatomy, ecology, microbiology, general biology)
 - Computer Information Systems, 6 labs and collaborative learning spaces (mobile computing, security, software engineering)
 - Physics, 2 labs (undergraduate and advanced graduate teaching labs)
 - Chemistry, 2 labs (general and organic chemistry)
 - Math 1 lab (undergraduate teaching lab)
- Estimated Cost: \$7.7M and Project Duration of approximately 18 months.

2. Create labs to support advanced scientific research and interdisciplinary research

FAMU has need to expand and update its laboratories that support faculty innovation and research, particularly in the basic sciences and leveraging the connections between agriculture, biological, chemical and pharmaceutical science. The needs for new laboratory space include:

- Biology, 2 labs
- CIS, 6 labs
- Chemistry, 6 labs
- Math, 1 lab

Estimated Cost: \$7.1M and Project Duration of approximately 18 months.

3. Multidisciplinary Health Sciences Simulation Laboratory and Community Outreach Center & Health Mall

The use of clinical simulation equipment is now considered one of the most effective ways to engage today's health professions students in the learning process, keeping students actively involved in learning by providing realistic opportunities for them to apply knowledge learned from the didactic settings to the clinical settings, thus "making learning real." A Multidisciplinary Health Sciences Simulation Laboratory would significantly benefit the development of the health professions programs and the health professions students at Florida A&M University including nursing, cardiopulmonary science, pharmacy; rehabilitation disciplines such as physical and occupational therapy; and, the management disciplines of health administration and health informatics, by allowing practitioners who will work together to learn together. A well-designed Multidisciplinary Laboratory will consist of multiple open-spaced rooms that replicate various healthcare settings.

A Community Outreach Center would allow community members – neighbors, friends, and colleagues primarily from the south side of the city – to have an identified site for cultural, social, or political events and to engage in learning and leisure activities and for faculty and to have opportunities to provide continuing education classes and experiences to members of the community while engaging in their own personal and professional development. FAMU's extensive contacts with health providers also would provide the opportunity to develop satellite locations for the provision of health services,



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also providing additional clinical and service learning settings for students from a wide array of disciplines.

Estimated project cost for both items 3 & 4 is \$5.5M and project duration of approximately 24 months.

Approval of the FAMU Board of Trustees and the Board of Governors, pursuant to 1010.62 of the Florida Statutes, is required before the University can incur any debt for refinancing or funding capital outlay projects.



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Facilities Planning Committee

February 10, 2016

Agenda Item: V

Subject: Public Private Partnership update.

Summary:

FAMU envisions a transformational development to serve as a catalyst project along the Monroe-Adams Corridor and the “main street” of campus to resolve critical housing issues, aesthetic concerns, and simultaneously create a viable marketplace that could promote the long-term sustainability of the University.

FAMU seeks to effectively and efficiently balance the selective reconstruction, renovation, historic preservation and repair of existing spaces with the addition of new facilities necessary to accommodate the growing and new needs of our students. This means we will be committed to preserving the look, feel, and historic nature of the area and the exterior facade, because we are a historic district, yet we will enhance and update the facilities to accommodate a 21st-century living-learning environment that will allow our students to flourish. FAMU has one of the most beautiful campuses in the nation, and we want to ensure that we do not disrupt that beauty, but enhance it from the inside out.

FAMU envisions this phased development project to include the following:

Phase 1: Development of a modern **Center for Access and Student Services (CASS) complex**.

Phase 2: Development of up to 1,400-beds of on-campus student **housing, dining facilities, student health facilities, parking garage, and administrative and retail space**.

Phase 3: Acquisition of land along the “main street” corridor and the construction of nearly 50,000 GSF of **mixed use space**

Phase 4: Construction of **Athletic Facility**, including up to a 35,000 seat football stadium, a Student Health Services Center, up to 300 additional parking spaces, a hotel, and a retail complex

FAMU wanted to gauge the market interest and so a request for qualifications (RFQ) qualifications was posted. We received qualifications from 13 firms expressing their interests for one or all of the phases of the project. 12 of these 13 firms were short-listed and notified on January 21, 2016.

The following matrix shows the names of the firms that submitted qualifications and the phases they expressed interest in:



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Names of Firms	Phase 1 CASS	Phase 2 Housing	Phase 3 Mixed- Use	Phase 4 Athletic Facilities
1. American Campus Communities		X		
2. Construct Two Group	X	X	X	X
3. Corvias Campus Living, LLC	X	X		
4. Grigsby & Associates + Rosser International	X	X	X	X
5. HAAD/ARCADD, Inc.	X	X	X	X
6. Hunt Building Company		X	X	X
7. J Kokolakis Contracting (JKC) + One Day Came, Inc. (ODC)	X			
8. Jacob Development + PSA Construction	X	X	X	X
9. LJM Holdings, LLC	X	X	X	X
10. RISE	X	X		X
11. Servitas	X	X	X	X
12. University Student Living	X	X	X	X
13. Urban America Development Associates	X	X	X	X

Currently we are completing the market study and business plan for various phases of this project. In March 2016 we plan to issue the 12 short-listed firms an official Invitation to Negotiate (ITN).

RFQ process steps and timeline

Issued RFQ to prospective developers	October 8, 2015
Questions from Respondents due	October 16, 2015
Responses from FAMU due	October 30, 2015
Pre-proposal walk through and forum	November 16, 2015
Proposals due date	December 1, 2015
Developers short-listed	January 2016

P3 next steps and timeline

Market study and business plan	January – February 2016
Invitation To Negotiate Process	March 2016 – April 2016
Selection of Preferred Developer	June 2016
Closing (ground lease negotiations, developer’s due diligence)	June - August 2016
FAMU Facilities Committee Approval	August 2016
FAMU Board Approval	September 2016
BOG approval	November 2016
Development Design	November 2016 – May 2017
CASS Building opening	Fall 2018
Housing development	Fall 2019
Athletic and mixed use development	Fall 2020



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**Facilities Planning Committee
Wednesday, February 10, 2016
Agenda Item: VI**

Subject: Procurement of Continuing Service Agreements Summary:

The goal was to select Three (3) companies from each Category (Architects, Civil, and Construction Management).

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 \$2 million, for study activity if the fee for professional services for each individual study under the contract does not exceed \$200,000, 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 September 14, 2015 and closed on October 14, 2015.
 2. We established a selection committee consisting of 5 members 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 Per Person
 - f) SUS Work Per Person fee
 - g) Distance from Project
- A) Architectural: Out of Nine (9) Architectural Firms who submitted, Five (5) Firms were shortlisted for Final Presentation/Evaluation.
- B) Civil Engineering: Out of Four (4) Civil Engineering Firms who submitted, Four (4) Firms were shortlisted for Final Presentation/Evaluation.
- C) Construction Management: Out of Ten (10) Construction Management Firms who submitted, Five (5) Firms were shortlisted for Final Presentation/Evaluation



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After the reviews by the selection Committee the following top 3 firms were awarded the Continuing service agreements, based on their overall score and ranking.

Name of Vendor	Category
Clemons, Rutherford & Associates., Inc., Tallahassee, FL 32308	Architectural Continuing Services, Professional Service
Gilchrist Ross Crowe Architects, Tallahassee FL 32301	
DAG Architects, Inc., Tallahassee, FL 32308	
George & Associates, Tallahassee	Civil Engineer Continuing Professional Services
Preble-Rish Inc., Tallahassee, FL 32303	
Genesis Group, Tallahassee, FL 32303	
Allbritton Williams, Inc., Tallahassee, FL 32301	Construction Management Continuing Services
RAM Construction & Development, LLC., Midway, Florida 32304	
Allstate Construction, Inc., Tallahassee, FL. 32303	

The contracts were executed on December 21, 2015.