

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

Budget, Finance and Facilities Committee Meeting

Wednesday, May 29, 2024

Time: 8:30 a.m.

**Location: The Grand Hyatt Cypress Tampa Bay
Snow Egret Meeting Room**

Committee Members: Craig Reed, Chair
Ezzeldin Aly, Otis Cliatt, Kristin Harper, Kelvin Lawson, Kenny Stone, and Michael White

ACTION ITEMS

- | | | |
|-------|--|--------------|
| I. | Minutes from the March 6, 2024 Committee Meeting | Trustee Reed |
| II. | Accounts Receivables Write-offs | VP Brown |
| III. | Surplus Property Write-offs | VP Brown |
| IV. | 2024-2025 Preliminary Operating Budget | VP Brown |
| V. | 2025-2026 Fixed Capital Outlay Budget - Capital Improvement Plan (CIP) | VP Brown |
| VI. | Amendment to Regulation 6.005, Procurement of Commodities and Contractual Services | VP Brown |
| VII. | Contract Authority | VP Brown |
| | a) South Chiller Plant – Construction Manager (CM) | |
| | b) Dining Hub Expansion – Construction Manager (CM) | |
| | c) Foote Hilyer Sprinkler – Construction Manager (CM) | |
| | d) EAB Global, Inc. | |
| VIII. | Contract Amendments | VP Brown |
| | a) iHeartMedia | |
| | b) Upscale Events by Mosaic, Inc. | |
| IX. | Adjournment | |

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

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

Budget, Finance and Facilities Committee
Wednesday, May 29, 2024
Agenda Item: 1

Subject: Minutes from the March 6, 2024 Committee Meeting

Rationale/Summary: 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.

Recommendation: Staff recommends approval of the March 6, 2024 minutes.

Attachments: Yes.

1. Budget, Finance and Facilities Committee Meeting Minutes (March 6, 2024)

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

Budget, Finance, and Facilities Committee Meeting
Trustee Craig Reed, Committee Chair
Wednesday, March 6, 2024 Location: FAMU Grand Ballroom

MINUTES

Committee Members Present: Jamal Brown, Otis Cliatt, Kristin Harper, Kelvin Lawson, Kenny Stone, Craig Reed, and Michael White

Call to Order/Roll Call

Trustee Reed called the meeting to order. Ms. Schloss called the roll. A quorum was present.

ACTION ITEMS

Approval of Minutes – October 11, 2023

Questions/Comments re: Approval of Minutes-October 11, 2023

- a. Trustee Brown stated that his name may not have been listed on the roll, but his name was included in the comments. He wants to make sure his name is included in the roll of present trustee for that meeting.

Response: Trustee Reed asked if the edit could be made, and Ms. Schloss confirmed that it could be done.

The motion to approve this action item was carried.

Approval of Minutes - December 6, 2023.

There were no revisions to the minutes.

The motion to approve this action item was carried.

Approval of Amendment to the FY 2023-2024 Operating Budget-Carryforward for Activity and Service Fees

VP Brown for Finance and Administration/CFO requested board approval of an amendment to the FY 2023-2024 Operating Budget-Carryforward for Activity and Service Fees.

Questions/Comments re: Approval of Amendment to the FY 2023-2024 Operating Budget-Carryforward for Activity and Service Fees

- a. Trustee White inquired about the specific uses of the Activity & Service (A&S) fees.
Response: VP Brown briefly explained that the allocation process involves the Student Government, and then deferred to VP Hudson for a more detailed explanation. VP Hudson stated that the A&S fees are determined by the students by state law. He further explained that the students are the designators of the funds for the student organizations and activities of the year. The Student Senate has a process in which they hear proposals from different student organizations, and then they designate those funds to the student organizations.
- b. Trustee White asked if these funds are used for the Recreational Center.
Response: VP Hudson replied that some funds are used for the Rec. Center, which has a designated amount. The Rec. Center, The FAMUAN, the Child Care Center, and all student organizations go through a budgeting process.

The motion to approve this action item was carried.

Approval of Contract Authority

VP Brown requested that the board approve the President to enter into a design agreement between JRA Architects, not to exceed 1.5 million dollars, to design the Howard Hall Renovation Project.

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Board of Trustees

(a) Howard Hall Renovation Project Architect/Engineer Services

Questions/Comments re: Approval of Contract Authority

- a. Trustee Harper asked to be reminded of the President's contract signature authority limit.
Response: VP Brown stated that it is up to one million.
- b. Trustee Harper requested that VP Brown conduct a comparison of the contract authority levels for Presidents within the State University System (SUS) to potentially revise FAMU's policies accordingly.
Response: VP Brown stated that they would do a current assessment, but we have looked into this previously, and we're the only university with an authority limit at this range. Trustee Harper asked VP Brown if she had a sense of the authority limits for other Universities within the SUS. Budget Director Nichole Murry clarified that there isn't a set threshold for budget authority for Presidents within the SUS. She explained that the Board of Trustees allows the President to propose changes to the operating budget, which are then reviewed and approved by both the Board and the President.
- c. Trustee Stone asked VP Brown, since the funds are already approved if there was a way that we could look at how to fast-track this versus another board meeting.
Response: Trustee Reed acknowledged that the current process regarding the authority and oversight of contracts was originally established by the Board itself. He emphasized that the Board retains the power to modify this process if deemed necessary. He suggested that a separate discussion might be appropriate to consider any potential changes. Trustee Reed recalled that the initial rationale behind the stringent process was to ensure financial oversight and transparency for the University, particularly during periods of fiscal challenges.

Trustee Lawson agreed with the previous comments, noting the historical context behind the decision to implement the current process. He referenced specific contractual spending issues within the State University System (SUS), particularly in Central Florida, that prompted the establishment of this process to ensure financial prudence and oversight. He clarified that there have not been concerns regarding the President's authority under this process but emphasized that the initial intention was to ensure the University's fiscal health and stability at that time.

Trustee Cliatt expressed agreement with the previously stated viewpoints, emphasizing that the existing measures were instituted by the Board for significant reasons. He proposed that before any voting occurs on potential changes, the topic should be thoroughly discussed at the upcoming retreat. This would allow for a more comprehensive deliberation. He advocated for maintaining caution and not dismantling established safeguards prematurely. He also recommended that the matter be designated as an agenda item for the retreat, providing ample opportunity for in-depth discussion.

The motion to approve this action item was carried.

VP Brown requested that the board approve the President to enter into a design agreement between Architects Lewis + Whitlock, not to exceed 2.2 million dollars, to design the Chemical and Biological Research Center Renovation Project.

(b) Chemical and Biological Research Center Renovation Project Architect/Engineer Services

The motion to approve this action item was carried.

VP Brown requested that the board approve the President to enter into a contract between the Owner and Dynamic Ceramic, not to exceed 1.5 million dollars, to install new flooring in Polkinghorne Village.

(c) Polkinghorne Village Floor Installation

Questions/Comments re: Contract Authority

- a. Trustee Lawson stated that he supports the agreement. He questioned whether opportunities were provided for smaller minority firms to bid on this contract, given that the installation process is not exceedingly complex.

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

Response: VP Brown affirmed the university's commitment to fostering minority participation in its projects. She indicated that there is already minority representation in several of the projects presented to the Board.

The motion to approve this action item was carried.

Approval of Contract Amendments

VP Brown requested the board to approve the President to amend the contract with RAM Construction and Development, LLC., not to exceed \$278,948.00.

(a) RAM Construction for FAMU CASS Promenade Additional Work

The motion to approve this action item was carried.

VP Brown requested the board to approve the President to amend the contract with JRA Architects, not to exceed \$430,000.00.

(b) JRA Architects -500- Bed Mixed -Use Residence Hall Architect/Engineer Services

Questions/Comments re: Contract Amendments

- a. Trustee Lawson asked if the cost increase was due to our delay.
Response: VP Brown stated yes.

- b. Trustee Lawson asked if negotiations were had and if there was any way to lock in a max. Is the increase due to changing material costs, not labor costs, or is it both?
Response: AVP, Kendall Jones confirmed that the cost increase was attributable to both material and labor costs, in addition to delays in the design phase. He further explained that the decision to postpone all three projects resulted in additional escalation costs.

- c. Trustee Reed asked AVP Jones to expand on what drives the escalation costs.
Response: AVP Jones elaborated that escalation costs are influenced by the rising costs of materials and design fees, which are calculated as a percentage of the construction estimate.

- d. Trustee Lawson asked if we could work with JRA about the \$430,000, seeing that the university will do more business with them in the future.
Response: AVP Jones said we can negotiate that, but that number is not to exceed.

- e. Trustee Brown asked if this includes parking relative to the new facilities.
Response: AVP Jones responded that parking is included in each project.

The motion to approve this action item was carried.

VP Brown requested the board to approve the President to amend the contract with CHASM Architects, not to exceed \$606,000.00.

(c) CHASM Architects – 800- Bed Mixed-Use Apartment Complex Architect/Engineer Services

Questions/Comments re: Contract Amendments

- a. Trustee Cliatt stated that he understands the delay but doesn't understand the contract's parameters.
Response: AVP Jones responded that the anticipated start date had all three projects starting at one time. The design piece started with the 700-bed, but because we are slow-walking the project, the anticipated start date for construction is 2026. The slowdown has caused an increase in labor as well as materials.

Trustee Cliatt expressed concern over a \$500,000 penalty for project delays, finding it excessive. He acknowledged the potential for more flexibility in negotiations on the corporate side compared to state projects. He highlighted the difficulty in reconciling the steep penalty with the fact that the work is still being completed and thus contributing to revenue, albeit delayed. He questioned the fairness of imposing such a significant penalty for merely delaying the timing of revenue inflow.

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

- b. Trustee Brown raised a question regarding parking in relation to the two housing projects, collectively providing approximately 1,300 beds. He inquired about the expected percentage of students with vehicles and how this translates into the required number of parking spaces to accommodate these students.
Response: VP Hudson clarified that certain housing facilities, particularly those designated for freshman students, would not require as much parking since freshmen are not permitted to have cars on campus. He specified that the 500-bed facility, replacing Gibbs Hall, would cater exclusively to freshmen. In contrast, the 800-bed facility planned for Palmetto North is intended for upperclassmen and graduate students, areas where there is ample space to accommodate parking needs.
- c. Trustee Washington raised a question regarding the current focus on approving architectural costs for the discussed items. She sought clarification on when the Board would address and approve the actual construction costs associated with these projects.
Response: AVP Jones explained that the decision to address construction costs will be made when the Board opts to proceed with the actual projects. He noted that a collective decision was already made to advance with the design phase to ensure compliance with current construction codes. AVP Jones assured that at the appropriate juncture, the Board would make a decision regarding moving forward with the contract for the Construction Manager (CM) selection.

In her follow-up, Trustee Washington questioned whether, given the decision to proceed at a slower pace, the university feels confident in its ability to manage the construction of the 700-bed facility and, subsequently, the combined 1300 beds across two projects when the time comes. She sought reassurance on the university's project management capabilities concerning these ambitious undertakings.

Trustee Washington emphasized the importance of monitoring construction costs, noting the significant increases with each year of delay. She urged consideration of this factor in assessing the university's capacity to manage multiple projects simultaneously.

Response: Mr. Talton affirmed the university's preparedness and financial strategy for managing the construction projects. He stated that there are established construction budgets for the 500-bed and 800-bed projects, which will not be exceeded. The architects are aware of these financial constraints and are tasked with designing within these budgets. He assured that if project costs threaten to exceed the budget, the design will be revised to align with the budgetary limits. Talton expressed confidence in the selected architects and the contractual agreements that mandate designing to a specific budget. Furthermore, he emphasized that any necessary design alterations resulting from budget overruns would be the financial responsibility of the architects, as they are obliged to adhere to the predefined budget.

- d. Trustee Washington pointed out that according to the materials reviewed, there is a noted increase in construction costs. She questioned whether the architects were provided with an amended budget authority to accommodate these rising costs.
Response: Mr. Talton confirmed that the architects have been given specific construction budgets for each project, which they are required to adhere to. He noted that these budgets have been set with consideration for that specific year, and it accounts for inflation.
- e. Trustee Cliatt reiterated a previous suggestion he made concerning parking infrastructure, specifically the inclusion of electric vehicle (EV) charging stations. He advocated for the integration of a sufficient number of EV charging stations in the new parking areas being planned. Trustee Cliatt emphasized this as part of the university's broader initiative towards becoming a more environmentally friendly, or "green," institution, highlighting the importance of supporting sustainable transportation options.
Response: Mr. Jones responded with an FYI that we have installed two charging plug-ins in the CASS parking lot.

Trustee Reed supported Trustee Washington's concerns, deeming them valid and suggesting further examination as a follow-up. He proposed more in-depth discussions on the project's overall timeline to ensure clarity regarding the next steps, especially in light of the design phase and subsequent construction changes agreed upon by the board. Trustee Reed recommended revisiting this topic in a future meeting as an informational item, allowing for a comprehensive board discussion on the comfort level and agreement with the current timing and phasing plans for the 500-bed and 800-bed projects.

- f. Trustee White shifted the focus from the physical expansion projects to the broader impact on the student experience. He inquired about the strategies being implemented to integrate the influx of new students into campus life, ensuring that their experience aligns with the current resources and facilities. Specifically, he highlighted the importance of recreational centers and other amenities in providing an exceptional experience that encourages students to remain on campus. Trustee White's concern was about the holistic development and satisfaction of students in light of the university's expansion efforts.
Response: VP Hudson informed that the decision to construct a new recreational facility was supported by the students through their A&S fees, highlighting the facility's significance as a central hub for student engagement on campus. He described the Recreational Center as a key component of campus culture, frequented not only by student clubs but also by athletics. VP Hudson noted that unlike many institutions within the SUS that charge a specific recreation fee, our university does not due to not having sought approval from the Board of Governors. Furthermore, the imposition of a moratorium on student fee increases has precluded the possibility of introducing this fee. He concluded by stating that plans for the new housing facilities include considerations for enhancing recreational amenities, ensuring that the expansion aligns with the goal of providing an enriching campus experience for students.
- g. President Robinson emphasized the importance of dining facilities in addition to recreational amenities, noting that VP Brown and her team plan to expand The Hub to support the increased student population accompanying the opening of the 700-bed facility. He stressed the necessity of enhancing The Hub's capacity to serve an additional 700 students. Furthermore, President Robinson highlighted the broader objective of enriching the student experience beyond housing and dining. He mentioned the expansion of living-learning communities within these new facilities, aiming to integrate upperclassmen as well as freshmen. This approach, he explained, is part of a strategic effort to foster a more conducive environment for student success at FAMU in the coming years.
- h. Trustee Brown reiterated concerns regarding parking availability, questioning whether an assessment had been conducted to determine the necessity of additional parking garages. Highlighting the historical reliance on a single garage and the evolving dynamics of campus movement, he emphasized the potential challenges posed by the increasing number of vehicles. Trustee Brown expressed apprehension that, with daily activities and potential influxes of people, the university might soon find itself in a situation where existing parking facilities are insufficient to meet demand. He advocated for proactive planning to address potential parking capacity issues.
Response: VP Brown responded that since assuming responsibility for parking services in July, she has been actively evaluating the parking situation alongside the Director of Parking. She mentioned that, according to the current inventory and analysis, the available parking is deemed adequate when considering the volume of traffic and the size of the student population, but what is in question is the convenience of parking.
- i. Trustee Mondelus contributed two points. Firstly, she provided a specific figure in response to earlier discussions about the campus recreational center's usage, stating that approximately 3,139 students utilize the facility. She addressed the recurring student complaints regarding the operating hours of the recreational center, and emphasized her familiarity with budgetary challenges, particularly concerning the Rec Center's funding. Trustee Mondelus expressed the urgent need to implement a recreation fee, positioning it as a critical solution to the funding challenges that prevent the Rec Center from fully serving the student body's needs.

Secondly, she raised concerns regarding parking, specifically during events when main parking areas are unavailable, such as football games. Trustee Mondelus questioned whether the parking studies had considered scenarios when the university closes primary parking facilities, leading to student displacement. She inquired about the measures in place to address such situations and whether these circumstances were included in the parking assessment.

Response: VP Brown answered that we have not done the research. She mentioned that discussions on this matter have only recently begun, with plans for a detailed analysis in the pipeline. Regarding the specific issue of parking during game days, VP Brown acknowledged that there is a system in place for redirecting parking or providing accommodations once the primary lots are closed. She pointed out that alternative parking options are made available, such as the lots on Perry Street, and that adequate notifications are sent out to students and others affected, guiding them towards these alternate parking spaces.

- j. Trustee Mondelus acknowledged VP Brown's points on parking adjustments for students but expanded the concern to include visitors and individuals unfamiliar with the campus systems who may not have access to FAMU Info. She questioned the measures in place to inform these groups about parking limitations during specific events, emphasizing the need for effective communication strategies to accommodate the needs of all campus guests.

Response: VP Brown indicated that the Athletic Department actively utilizes social media platforms to disseminate information about parking availability during game days. She highlighted the department's deliberate efforts to ensure both students and visitors are informed of parking options and any related changes during such high-traffic events.

Trustee Reed emphasized the importance of a substantive dialogue on parking, suggesting that it should be revisited with more comprehensive information at hand. He advocated for incorporating this discussion within the broader context of ongoing campus developments, including the new constructions.

- k. Trustee Cliatt began by referencing Trustee White's earlier remarks on the recreational facilities, expressing a desire to reiterate the importance of such amenities. He recalled the tour of the CASS building and the Hub provided to trustees, suggesting a similar orientation for the five new trustees. Trustee Cliatt proposed organizing a campus tour to showcase these and potentially other new facilities, enhancing the new trustees' familiarity with campus developments.

He then shifted focus to the topic of parking, reminding the board of the extensive discussions regarding parking structures that took place in 2021. Noting that those discussions did not lead to a resolution, Trustee Cliatt recommended that it might be timely to revisit this matter, implying a need for further deliberation or action on parking infrastructure improvements.

INFORMATION ITEMS

Vice President for Finance and Administration's Report

- a. Department Spotlight- Facilities, Planning and Construction
- b. Quarterly Financial Report- Budget to Actuals
- c. Project Updates

Vice President for Finance and Administration's Report

VP Brown introduced Mr. Kenneth Wilson as the new Controller for the University, and she also introduced Dr. Jennifer Wilder as the new Assistant Vice President of Business Auxiliary Services.

a. Department Spotlight: Facilities, Planning and Construction

VP Brown highlighted the achievements of the Facilities, Planning, and Construction Department and a presented short video clip showcasing their completed and ongoing projects throughout campus.

b. Quarterly Financial Report- Budget to Actuals

VP Brown presented an update of the budget to actuals as of February 21, 2024, comparing the second quarter FY 22-23 to FY 23-24. She noted that the overall budget expenditure for this quarter was 62%, a decrease from the 68% reported in the same period of the previous fiscal year. VP Brown then detailed variances within specific categories, explaining changes of plus or minus 10%. In the Intercollegiate Athletics category, there was an 18% decrease in expenditures, which VP Brown attributed to exceptional expenditures in the previous year, indicating that the current spending levels are more aligned with normal operational costs. The Concessions category saw a 15% increase in spending, which was explained as additional expenditures tied directly to the University's strategic priorities. The third category is Student Activities, which decreased by 37%, and the last category is Contracts and Grants, which decreased by 13%, primarily attributed to the declining CARES funds that are available.

c. Project Updates

VP Brown presented that during the 2022-2023 legislative year, the University was allocated 26.9 million dollars to address deferred maintenance and capital replacement renewal issues. In addition, 27.7 million was allocated to address campus-wide utility infrastructure. To date, approximately 11.9 million of the 26.9 million have been encumbered.

VP Brown then provided updates on several key infrastructure and renovation projects underway at the university. She began by highlighting progress on the 700-bed housing project, noting the closure of a 97.5 million-dollar HBCU loan on February 13, 2024. She announced that site work for this project is set to begin within the month, with a completion target of July 2025. Regarding the 500-bed housing project, VP Brown mentioned that it is currently in the design phase, while the 800-bed project had been discussed previously. The Hub expansion was also addressed, with plans to add 210 seats indoors and 44 outdoors in response to the new 700-bed housing addition. VP Brown reported on the Foote-Hilyer renovation project, which involves transforming the former student health clinic space within the Foote Hilyer Administrative Center into office space for the university's Information Technology Services. The update included the completion of the selection process for the Architect/Engineer and construction management for Howard Hall. Lastly, she mentioned the Chemical Biological Research Center Renovation, which aims to finish the last two floors of the Pharmacy Phase 2 building, noting that the selection process for the Architect/Engineer and construction management for this project is also complete.

Questions/Comments re: Project Updates

- a.** Trustee Cliatt raised a question concerning the Howard Hall renovation project, specifically inquiring whether the current battalion commander has been involved in the design process for the new building.

Response: Mr. Jones stated that the commander has been part of the programming stage and will be part of the design.

Stimulus Funding Expenditure Report to Date

Dr. Akins presented an update on expenditures, encumbrances, pre-encumbrances, and the impact of stimulus funding. He reported a substantial decrease from the initial 195 million dollars to a current balance of \$622,881.37. He highlighted the effective allocation of these funds across various university needs, emphasizing the impact on student support and institutional enhancements. He detailed the remaining balances and allocations, including \$26,000 for institutional dollars primarily aimed at student support, \$60,000 for emergency student assistance within student affairs, and a nominal amount in IT that is likely to be redirected to further support student needs.

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

Dr. Akins also provided a breakdown of the HBCU/HBGI dollars, stating that of the 125 million allocated, 124 million has been spent, with \$335,000 encumbered and a remaining balance of \$596,000. He proudly mentioned that 100% of the student aid portion of the funds has been utilized, directly benefiting students. Additionally, out of 39 million allocated for institutional purposes, 38.9 million has been spent with \$122,000 encumbered and a balance of \$26,626 remaining for additional student support.

The meeting adjourned.

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

Budget, Finance and Facilities Report

Wednesday, May 29, 2024

Agenda Item: II

Subject: Accounts Receivables Write-offs

Rationale/Summary: Pursuant to Section 1010.03, Florida Statutes, this is a submission for approval of the student accounts receivable write-off list for uncollected receivables recorded prior to June 30, 2024. The uncollected receivable is at least two years old and internal collection efforts have been exhausted or the accounts have been returned by our external collection agency as uncollectible. Accounts older than two years are written off for financial reporting purposes. Records of debt to the University are maintained and students are not allowed to register or obtain transcripts.

In FY2023 the Board approved Student Account write-offs totaling \$1,475,381.04 as compared to \$368,774.34 proposed for write-off for FY24. The proposed amount results in a decrease of \$1,106,606.70 or 75% in uncollectible accounts from the previous fiscal years. This years' decrease is driven by write-off of student account balances with the use of funding received by the Department of Education.

Recommendation: The staff seeks the Board of Trustees' approval of the Student Accounts Receivable write-off of \$368,774.34 for FY 2023-2024.

Attachments: Yes

1. Student Accounts Receivable Write-Off Summary 2023-2024
2. Memo to Request Approval for Write-Off of Student Accounts

<u>Department</u>	<u>Amount</u>
Biology - Material/Supplies Fe Total	45.00
Book Voucher Program Total	928.08
Capital Improvement-Board Of R Total	3,891.53
Cash Holding Account. Total	40,683.10
Distance Learning - MBA Total	2,624.00
FAMU Village Total	10,538.00
FINANCIAL AID- PBF Total	15.00
Food Service-Meal Plan Total	2,747.81
Guarantee Payment Of Fees Total	222.15
Health Service - Pharmacy Total	441.01
Hosp O&M St Hlth Cl Total	15,242.33
Housing Office Total	1,300.00
Lab Fee - Chemistry Total	60.00
Law School Bar Prep Fee Total	5,367.00
Library Books Total	300.00
Material & Supply Fee - Comput Total	15.00
Orientation Fee Total	70.00
Other- Conversion from Legacy Total	1,523.50
Paddyfote Complex Total	3,732.72
Palmetto Street - Phase 3 Total	8,393.26
Palmetto Street Apts.-South Total	5,911.55
Postal Service Total	255.00
Regents Emergency Loan Total	10.00
Sampson Hall Total	3,438.46
Student Fee Trust Fund Total	221,797.52
Technology Fee Total	3,235.62
Transcript Fee Total	135.92
University Commons Total	26,964.12
University Parking Services Total	7,896.66
University Rattler Card Total	965.00
Wheatley Hall Total	25.00
	368,774.34



Florida Agricultural and Mechanical University

TALLAHASSEE, FLORIDA 32307-3100

Excellence With Caring

TELEPHONE: (850) 561-2949
FAX: (850) 599-8618

OFFICE OF STUDENT FINANCIAL SERVICES

Memorandum

To: Mattie Hood, Assistant Vice-President Finance & Administration

From: D'Andrea Cotton, Associate Controller *D'Andrea Cotton*

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

Date: May 6, 2024

Pursuant to Florida Statutes 1010.03 and Board of Trustees Regulation 3.019, approval is requested to write-off the following uncollectible accounts. Uncollectible Accounts Receivables include accounts that were placed with collection agencies and returned as uncollectible. The total of the uncollectible account receivables includes the write-offs for the 2023-2024 year.

Uncollectible Accounts Receivable	\$ 368,774.34
Total Write-Offs	\$ 368,774.34

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.

Attachment

Cc: Danyell Conner, Assistant Controller
Natasha Ray, Assistant Controller

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

Budget, Finance and Facilities Report
Wednesday, May 29, 2024
Agenda Item: III

Subject: Surplus Property Write-Offs

Rationale/Summary: Pursuant to Florida Statute Chapter 273 and the FAMU Board of Trustees Policy 2008-3, approval is requested to write off the following tangible personal property. Tangible personal property is defined as all personal property other than real estate acquired and belonging to the state of Florida. These items have been documented as missing for at least two inventory cycles (FYs 2021/22 & 2022/23) and approved by the University Property Survey Surplus Board. This includes property reported as stolen through a recognized police incident report. The proposed write-off amount will be effective June 30, 2024, and will reflect five missing items valued at an acquisition cost of \$46,628.68.

Items

5 Assets	Acquisition Cost: \$46,628.68	Net Book Value: \$483.32
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Recommendation: Approval of the tangible personal property write-offs.

Attachments: Yes

1. Two-Year Write-Offs Memo and List
2. Certification of State Surplus Property



Florida Agricultural and Mechanical University

Tallahassee, Florida 32307-6400

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OFFICE OF PROPERTY RECORDS

2380 Wahnish Way, Tallahassee, FL 32307
POM Building B, Room 200

EMAIL: propertyrecords@fam.u.edu
TELEPHONE: (850) 599-3678
FAX: (850) 561-2607

May 06, 2024

TO: Ms. Mattie Hood
Assistant VP for Finance and Administration

FROM: Mr. Lavern A. Washington
Assistant Controller

RE: **TWO-YEAR WRITE-OFFS: FISCAL YEAR 2022/2023**

Please see attached a listing of assets that have been reported missing for two consecutive inventory cycles. These assets are eligible to be written off in accordance with Florida Statue Chapter 273 and FAMU Board of Trustees Policy 2008-03. These assets are submitted as information items only by the University President to the FAMU Board of Trustees:

- Number of Items: 05
- Acquisition Cost: \$46,628.68
- Net Book Value: \$483.32

If you have any questions, comments, or concerns, please feel free to contact me.

CERTIFICATION OF STATE SURPLUS PROPERTY

TO: PROPERTY SURPLUS/SURVEY BOARD
 FLORIDA A&M UNIVERSITY,
 TALLAHASSEE, FLORIDA, 32307

FROM: LAVERNE A. WASHINGTON
 ASSISTANT CONTROLLER
 FLORIDA A&M UNIVERSITY, TALLAHASSEE, FLORIDA 32307

DATE: April 25, 2024
 PAGE: 1 of 3
 CERT: 2024-17

ITEM No.	TAG NUMBER	QTY	DESCRIPTION	AGE 9YRS)	CONDITION	ACQ. PRICE	VALUE	REMARKS
*****	*****	****	SEE ATTACHMENT(S)	*****	*****	*****	*****	*****
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								

CONDITION OF PROPERTY CODE: E-EXCELLENT, G-GOOD, F-FAIR, P-POOR, S-SCRAP

I HEREBY CERTIFY THIS PROPERTY AS SURPLUS IN ACCORDANCE WITH CHAPTER 273 OF FLORIDA STATUES

CUSTODIAN'S SIGNATURE 

CERTIFICATION OF STATE SURPLUS PROPERTY

SURPLUS/SURVEY PROPERTY

CERTIFICATION/SURVEY No: CERT 2024-17 DATE: April 25,2024

- 1. () Transfer to Another State Agency or Political Subdivision
- 2. () Public Sale:
- 3. () Transfer of Grant Property Records
- 4. () Cannibalize
- 5. () Abandon/Scrap/Recycle:
- 6. () Trade-In
- 7. () Other: **Write-Offs FY 22-23**

RECOMMENED DISPOSITION INDICATED ABOVE

APPROVED

DISAPPROVED

SIGNATURE

DATE

()	()	_____	_____
()	()	_____	_____
()	()	_____	_____
()	()	_____	_____
()	()	_____	_____

APPROVED

DISAPPROVED

Vice President for Research

Vice President for Admin.

()	()	_____	_____
()	()	_____	_____

*STATE REASON(S) ON REVERSE SIDE

**2-YEAR WRITE-OFF
CERT 17/2024**

No.	Asset ID	Tag Number	Description	Serial Number	Cost	Acq. Date	NBV	Department	Account No.	Document No.	Disposition	Status
1	34461	493000118724	COMREX REMOTE BROADCAST-SPC	AM2269	\$ 7,215.68	11/3/2014	\$0.00	ATHLETICS	380100	R/S 02/23	MISSING	I
2	22658	493000109340	CATRIDGE, BIOANALYZER PRESSUR		\$ 5,780.00	5/17/2007	\$0.00	PHARMACY	150100	R/S 04/23	MISSING	I
3	34031	493000118825	PROTEIN, CELL		\$ 14,500.50	9/15/2014	\$483.32	VITICULTURE	100100	R/S 06/23	MISSING	I
4	34414	493000118819	FRYER, SINGLE GAS	SBN1407009	\$ 7,522.10	1/20/2015	\$0.00	DINING HALL	603170	R/S 08/23	MISSING	I
5	34409	493000118814	BROILER, EXPRESS	1404100100591	\$ 11,610.40	1/20/2015	\$0.00	DINING HALL	603170	R/S 08/23	MISSING	I

TOTAL \$ 46,628.68

TOTAL \$ 483.32

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

Budget, Finance and Facilities Report
Wednesday, May 29, 2024
Agenda Item: IV

Subject: 2024-2025 Preliminary University Budget

Rationale/Summary: Pursuant to Board of Governor's Regulation 9.007 State University Operating Budgets, the FY2024-2025 Preliminary Operating budget must be approved by the University Board of Trustees (BOT) prior to submission to the Board of Governors. In order to meet reporting requirements established by the State Comptroller for the release of university state appropriations starting July 1, 2024, the preliminary budget is due to the Board of Governors on June 21, 2024.

Recommendation: Approval of the 2024-2025 Preliminary University Budget

Attachments: Yes

1. 2024-2025 Preliminary Operating Budget – Pre-Governor's Vetoes

FLORIDA AGRICULTURAL AND MECHANICAL UNIVERSITY
STATE UNIVERSITY SYSTEM OF FLORIDA
2024-2025 PRELIMINARY OPERATING BUDGET-~~PRE-GOVERNOR'S VETOES~~
SUMMARY SCHEDULE I

	-----Local Funds ⁴ -----								
	Education & General ¹	Contracts & Grants ²	Auxiliaries ³	Student Activities	Student Financial Aid	Concessions	Intercollegiate		
							Athletics	Technology Fee	
1 Beginning Fund Balance :	\$ -	\$ -	\$ 57,051,943	\$ 428,946	\$ 5,584,504	\$ 1,182,655	\$ -	\$ 152,063	\$ 64,400,111
2									
3 Receipts/Revenues									
4 General Revenue	\$ 88,248,394	\$ 91,243,837							\$ 179,492,231
5 Lottery	\$ 36,082,404								\$ 36,082,404
6 Student Tuition	\$ 67,801,614								\$ 67,801,614
7 Phosphate Research									\$ -
9 Other U.S. Grants									\$ -
10 City or County Grants									\$ -
11 State Grants		\$ 5,328,053			\$ 5,400,000				\$ 10,728,053
12 Other Grants and Donations					\$ 48,000,000		\$ 450,000		\$ 48,450,000
13 Donations / Contrib. Given to the State									\$ -
14 Sales of Goods / Services			\$ 55,447,070				\$ 6,563,654		\$ 62,010,724
15 Sales of Data Processing Services									\$ -
16 Fees			\$ 8,690,626	\$ 3,678,100			\$ 4,350,000	\$ 1,295,000	\$ 18,013,726
17 Miscellaneous Receipts			\$ 1,994,510		\$ 1,889,310				\$ 3,883,820
18 Rent									\$ -
19 Concessions									\$ -
20 Assessments / Services									\$ -
21 Other Receipts / Revenues ⁶			\$ 3,590,118						\$ 3,590,118
22 Subtotal:	\$ 192,132,412	\$ 96,571,890	\$ 69,722,324	\$ 3,678,100	\$ 55,289,310	\$ -	\$ 11,363,654	\$ 1,295,000	\$ 430,052,690
23 Transfers In			\$ -			\$ 180,000			\$ 180,000
24 Total - Receipts / Revenues:	\$ 192,132,412	\$ 96,571,890	\$ 69,722,324	\$ 3,678,100	\$ 55,289,310	\$ 180,000	\$ 11,363,654	\$ 1,295,000	\$ 430,232,690
25									
26 Operating Expenditures									
27 Salaries and Benefits	\$ 157,909,590	\$ 24,568,101	\$ 10,884,942	\$ 388,300	\$ 532,699		\$ 4,414,167		\$ 198,697,799
28 Other Personal Services	\$ 5,434,580	\$ 11,460,515	\$ 4,430,584	\$ 428,314	\$ 1,125,136		\$ 700,000		\$ 23,579,129
29 Expenses	\$ 22,282,084	\$ 48,887,605	\$ 52,909,710	\$ 1,220,843	\$ 53,598,923	\$ 450,000	\$ 3,499,487	\$ 1,200,000	\$ 184,048,652
30 Operating Capital Outlay	\$ 222,932	\$ 4,618,145	\$ 778,953					\$ 25,000	\$ 5,645,030
31 Risk Management	\$ 1,510,179								\$ 1,510,179
32 Financial Aid									\$ -
33 Scholarships	\$ 624,417						\$ 2,500,000		\$ 3,124,417
34 Waivers	\$ 130,838								\$ 130,838
35 Finance Expense	\$ 1,514,846								\$ 1,514,846
36 Debt Service									\$ -
37 Salary Incentive Payments									\$ -
38 Law Enforcement Incentive Payments	\$ 14,799								\$ 14,799
39 Library Resources	\$ 2,323,446								\$ 2,323,446
40 Institute of Government									\$ -
41 Regional Data Centers - SUS									\$ -
42 AIM Higher	\$ 164,701								\$ 164,701
43 Phosphate Research									\$ -
44 Other Operating Category (Provide Details)									\$ -
45 Total Operating Expenditures :	\$ 192,132,412	\$ 89,534,366	\$ 69,004,189	\$ 2,037,457	\$ 55,256,758	\$ 450,000	\$ 11,113,654	\$ 1,225,000	\$ 420,753,836
46									

FLORIDA AGRICULTURAL AND MECHANICAL UNIVERSITY
STATE UNIVERSITY SYSTEM OF FLORIDA
2024-2025 PRELIMINARY OPERATING BUDGET-PRE-GOVERNOR'S VETOES
SUMMARY SCHEDULE I

	Education & General ¹	Contracts & Grants ²	Auxiliaries ³	Local Funds ⁴					Summary Totals
				Student Activities	Student Financial Aid	Concessions	Intercollegiate Athletics	Technology Fee	
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)	\$ -								\$ -
49 * Fixed Capital Outlay									\$ -
50 Transfers Out ⁸		\$ 7,037,363	\$ 15,395,150	\$ 1,800,496	\$ -	\$ -	\$ -	\$ 85,750	\$ 24,318,759
51 Other ⁷									\$ -
52 Total Non-Operating Expenditures :	\$ -	\$ 7,037,363	\$ 15,395,150	\$ 1,800,496	\$ -	\$ -	\$ -	\$ 85,750	\$ 24,318,759
53									
54 Ending Fund Balance :	\$ (0)	\$ 161	\$ 42,374,928	\$ 269,093	\$ 5,617,056	\$ 912,655	\$ 250,000	\$ 136,313	\$ 49,560,206
55									
56 Fund Balance Increase / Decrease :	\$ (0)	\$ 161	\$ (14,677,015)	\$ (159,853)	\$ 32,552	\$ (270,000)	\$ 250,000	\$ (15,750)	\$ (14,839,905)
57 Fund Balance Percentage Change :	#DIV/0!	#DIV/0!	-25.73%	-37.27%	0.58%	-22.83%	#DIV/0!	-10.36%	-23.04%

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.

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

Budget, Finance and Facilities Report

Wednesday, May 29, 2024

Agenda Item: V

Subject: 2025-2026 Fixed Capital Outlay Budget - Capital Improvement Plan (CIP)

Rationale/Summary: Approval of Five-Year Capital Improvement Plan

Each year all State University System (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 Campus Master Plan.

The CIP projects requested for FY2025-26 are listed in order of priority. The CIP due date to the Board of Governors is July 1, 2024.

Recommendation: Approval of the 2025-2026 Fixed Capital Outlay Budget: Capital Improvement Plan.

Attachments: Yes

1. 2025-26 Five-Year Capital Improvement Plan

***FIVE-YEAR CAPITAL IMPROVEMENT PLAN
AND LEGISLATIVE BUDGET REQUEST***
Fiscal Years 2025-26 through 2029-30



DR. LARRY ROBINSON
UNIVERSITY PRESIDENT

FLORIDA A&M UNIVERSITY
FLORIDA AGRICULTURAL AND MECHANICAL UNIVERSITY

**FLORIDA A&M UNIVERSITY
Five-Year Capital Improvement Plan & Legislative
Budget Request
Fiscal Years 2024-2025 Through 2028-2029
TABLE OF CONTENTS**

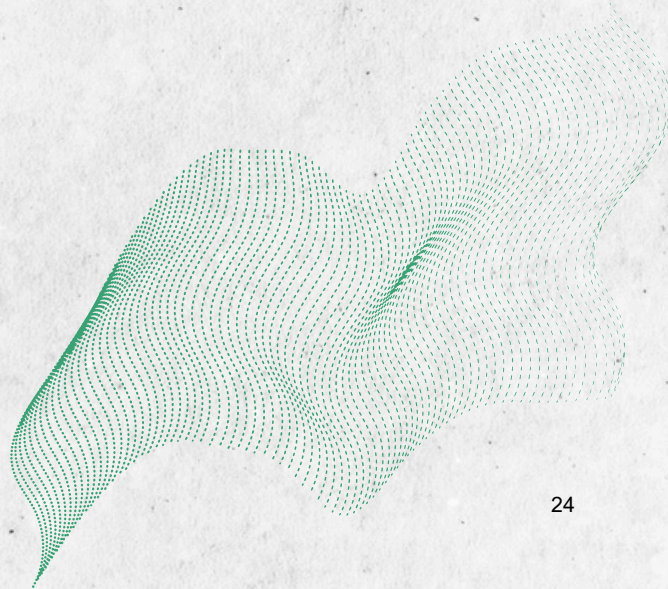
- I. University President’s Transmittal to Florida Board of Governors Vice Chancellor
(to be provided after BOT approval)

- II. Five-Year Capital Improvement Plan and Legislative Budget Request Summary of Projects:
 - a. CIP-2A PECO Projects Only
 - 1. Chemical and Biological Research Laboratory Center
 - 2. School of Business and Industry South Renovation
 - 3. Perry-Paige Renovation
 - 4. Benjamin Banneker Complex Demolition
 - 5. FAMU-FSU College of Engineering Bldg. C
 - 6. Dyson Pharmacy Building Demolition
 - 7. Old DRS Transitional Classrooms/ Offices Demolition
 - 8. Land Acquisition

 - b. CIP-2B Capital Improvement Trust Fund (CITF) Projects
 - 1. Student Union

 - c. CIP-2C Non-State Supplemental Funding

- III. CIP-3 Project Detail
 - a. Narrative
 - b. 1% or 2% Reserve Escrow
 - c. Project Description
 - d. CIP-3C Schedule of Project Components
 - e. Project Funding



**STATE UNIVERSITY SYSTEM
FIVE-YEAR IMPROVEMENT PLAN
and
LEGISLATIVE BUDGET REQUEST**

FISCAL YEARS 2025-26 through 2029-30

CIP-2A SUMMARY OF PROJECTS



State University System
5-Year Capital Improvement Plan (CIP)
FY 2025-26 through 2029-30

Summary of Projects
(PECO-Eligible Project Requests)

University Florida A&M University

Contact: **Mr. Craig Talton**
(name)

;(850) 599-3197
(phone)

craig.talton@famuc.edu
(email)

Priority No.	Project Title	Total Supplemental (Non PECO) funding	Total Prior PECO Funding	Projected Annual PECO Funding Requested					Programs to Benefit from Project	Net Assignable Sq. Ft. (NASF)	Gross Sq. Ft. (GSF)	Total Project Cost	Project Cost Per GSF	EPS Recommendation Date & Rec. # ⁽¹⁾
				FY25-26	FY26-27	FY27-28	FY28-29	FY29-30						
1	Chemical and Biological Research Laboratory Center		\$ 14,289,563	\$ 12,456,240	\$ 3,959,972				Chem./Pharm./Biology	21,536	34,458	\$ 30,705,775	\$ 891.11	6/3/2021 4.1/3.1
2	School of Business and Industry South			\$ 1,861,937	\$ 24,333,010	\$ 2,400,000			Business/ Industry	26,453	39,680	\$ 28,594,947	\$ 720.64	6/3/2021 4.2
3	Perry-Paige			\$ 930,313	\$ 10,871,645	\$ 1,400,000			Agriculture/Navy/Food Science	12,543	18,815	\$ 13,201,958	\$ 701.67	6/3/2021 4.3
4	Benjamin Banneker Complex Demolition			\$ 8,830,313					Eng. Tech/ Social Work	50,353	80,564	\$ 8,830,313	\$ 109.61	6/3/2021 7.9-7.12
5	**FAMU-FSU College of Engineering Bldg. C		\$ 25,000,000	\$102,000,000	\$ 25,000,000				Engineering	106,000	163,867	\$ 152,000,000	\$ 927.58	**
6	Dyson Pharmacy Building Demolition			\$ 4,235,954					Chem./Pharm./Biology	33,509	53,614	\$ 4,235,954	\$ 79.01	6/3/2021 7.8
7	Old DRS High School Gym/ Transitional Classrooms/ Offices Demolition			\$ 4,329,121					Transitional Space	22,710	36,336	\$ 4,329,121	\$ 119.14	6/3/2021 7.3-7.7
8	Land Acquisition			\$ 8,627,000	\$ 9,485,000	\$ 6,885,000	\$ 6,885,000		N/A	N/A	N/A	\$ 31,882,000	N/A	6/3/2021 7.8
												\$ -		
												\$ -		
												\$ -		
												\$ -		
												\$ -		
												\$ -		
												\$ -		

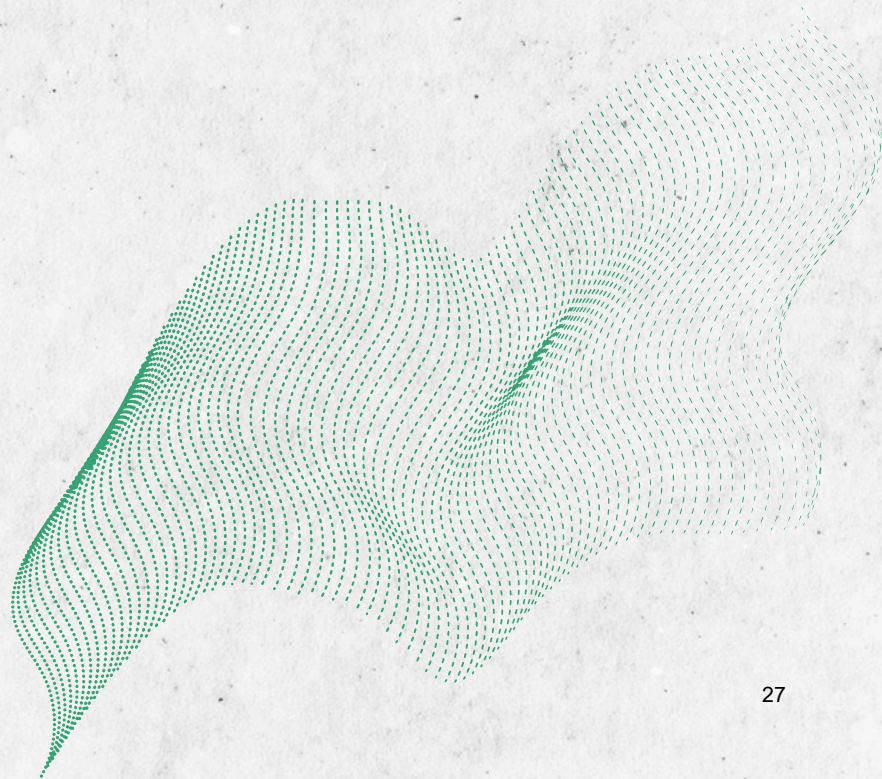
1) Pursuant to s. 1001.706(12)c., F.S., new projects that have not already been partially appropriated funding must be Recommended in the latest Educational Plant Survey (EPS) in order to be included in the final prioritized list of projects (for the FCO LBR). If a project was partially appropriated funding without an EPS Recommendation, please cite the General Appropriations Act year and (\$) amount(s) appropriated for reference.

2) **FAMU-FSU College of Engineering did not receive EPS Recommendation during their 2022-2023 Educational Plant Survey. However, it received a Legislative appropriation last year, which bypasses the EPS and, therefore, is eligible for additional funding.

**STATE UNIVERSITY SYSTEM
FIVE-YEAR IMPROVEMENT PLAN
and
LEGISLATIVE BUDGET REQUEST**

FISCAL YEARS 2025-26 through 2029-30

**CIP-2B CAPITAL IMPROVEMENT TRUST
FUND (CITF) PROJECTS**



State University System
 5-Year Capital Improvement Plan (CIP)
 FY 2025-26 through 2029-30

Summary of Projects
 (CITF Project Requests) ¹

University: Florida A&M University

Contact: Mr. Craig Talton
 (name)

(850) 599-3197
 (phone)

craig.talton@fam.u.edu
 (email)

Project Name	Total CITF Funding to Date	Projected Annual CITF Funding for the Project					Programs to Benefit from Project (if applicable)	Net Assignable Sq. Ft. (NASF)	Gross Sq. Ft. (GSF)	Total Project Cost ¹	Project Cost Per GSF
		FY25-26	FY26-27	FY27-28	FY28-29	FY29-30					
Student Union		\$3,244,800	\$32,961,760	\$4,191,200				61,000	90,000	\$40,397,760	\$449

1) This form (CIP-2B) is intended for CITF projects of \$2M or more.

**STATE UNIVERSITY SYSTEM
FIVE-YEAR IMPROVEMENT PLAN
and
LEGISLATIVE BUDGET REQUEST**

FISCAL YEARS 2025-26 through 2029-30

**CIP-2C NON-STATE SUPPLEMENTAL
FUNDING**



State University System
5-Year Capital Improvement Plan (CIP)
FY 2025-26

Summary of Projects
(‘Back of Bill’ Legislative Project Authorizations) *

University Florida A&M University Contact: Mr. Craig Talton |(850) 599-3197 |craig.talton@fam.u.edu
(name) (phone) (email)

**Estimated Annual Operating &
Maintenance Cost**

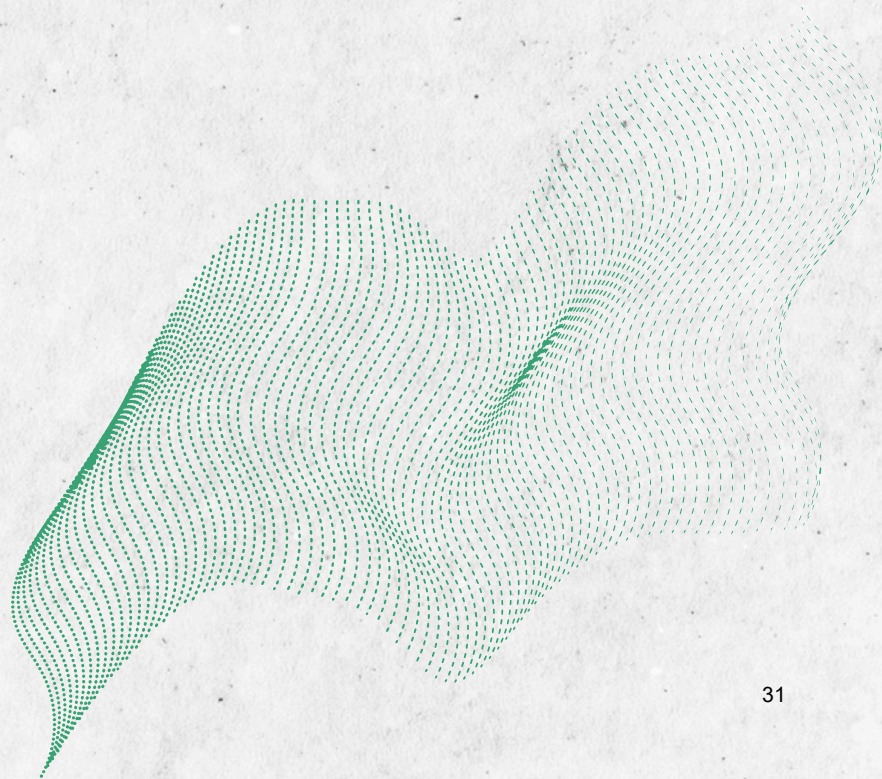
Project Name *	Brief Description of Project	GSF	Project Location	Project Cost	Project Funding Source(s)	Amount (\$)	Funding Source(s)

* List all proposed FCO projects for FY 2024-25 to be constructed, acquired and financed by the university or DSO via Debt or P3 that require Legislative (Back-of-Bill) authorization. **Projects meeting the requirements listed in s. 1010.62(7)(a) are Legislatively approved and do not require Legislative 'back-of-bill' authorization.**

- **Narrative**
- **Description**
- **Project
Schedule**

PRIORITY 1

CHEMICAL AND BIOLOGICAL RESEARCH LABORATORY CENTER



PECO Project Detail

University: Florida A&M University
 Project Name: **Chemical and Biological Research Laboratory Center**
 Project Address: Tallahassee, Florida

Project Priority #: 1

PROJECT NARRATIVE

The Chemical and Biological Research Laboratory Center project will provide support to convert existing vacant space in the New Pharmacy Building into research laboratory space. The research space will be used to facilitate interdisciplinary research conducted by faculty, students and staff in STEM and health-related disciplines. The space will expand the University's research infrastructure, leading to: a) an increased number of graduates at the undergraduate and graduate levels in Programs of Strategic Emphasis; b) an increase in research productivity, including STEM grant awards and research expenditures; and c) enhanced competitive of graduates for employment in high-need STEM disciplines. It is estimated that completion of the last two floors of Pharmacy Phase II will adequately satisfy the current space needs of the COPPS to carry out teaching and research goals consistent with FAMU's strategic initiatives. This space will be renovated to house these departments from Dyson Pharmacy Building that is Survey Recommended to be Demolished.

RESERVE ESCROW PLAN

	Renovation/Remodeling Projects (1% per s. 1001.706(12)(c) F.S.)	New Construction Projects (2% per Board Regulation 14.002)
Estimated Bldg Value:	\$ 28,412,201	\$ -
Value Basis/Source:	Total construction cost or insurable value, whichever is greater, per Board Regulation 14.002	
Estimated 1st Yr Deposit:	\$ 284,122	\$ -
Funding Source:		
Comments:		

BUILDING SPACE DESCRIPTION (account for all building space below)

Space Type (per FICM)	Net Assignable Sq. Ft. (NASF)	Net-to-Gross Conversion Factor	Gross Sq. Ft. (GSF)	Unit Cost * (per GSF)	Building Cost
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Assignable E&G Space (subtotal):	-	-	-	-	-
'Other Assignable' E&G Space:	-	-	-	-	-
Non-E&G Space:	-	-	-	-	-
Total Space:	-	-	-	-	-

* Apply Unit Cost to total GSF based on Space Type

REMODELING / RENOVATION	Remodeling Projects <u>Only</u>	
	BEFORE	AFTER
Classroom	-	-
Office	-	-
Study	865	1.5
Auditorium/Exhibition	-	-
Research Lab	20,671	1.6
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
Assignable E&G Space (subtotal):	21,536	34,371
'Other Assignable' E&G Space:	-	-
Non-E&G Space:	-	-
Total:	21,536	34,371
	-	-
	-	-
	-	-

Grand Total:	21,536	34,371	18,864,930
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PROJECT COMPONENT COSTS & PROJECTIONS

	Costs Incurred		Projected Costs				Total
	to Date	Year 1	Year 2	Year 3	Year 4	Year 5	
Basic Construction Costs							
Building Cost (from above)		18,864,930			-	-	18,864,930
Environmental Impacts/Mitigation	-	\$615,202	-	-	-	-	615,202
Site Preparation	-	\$600,000	-	-	-	-	600,000
Landscape / Irrigation	-	\$400,000	-	-	-	-	400,000
Plaza / Walks	-	\$200,000	-	-	-	-	200,000
Roadway Improvements	-	\$250,000	-	-	-	-	250,000
Parking : spaces	-	\$400,000	-	-	-	-	400,000
Telecommunication	-	\$1,300,000	-	-	-	-	1,300,000
Electrical Service	-	\$480,000	-	-	-	-	480,000
Water Distribution	-	\$250,000	-	-	-	-	250,000
Sanitary Sewer System	-	\$250,000	-	-	-	-	250,000
Chilled Water System	-	\$500,000	-	-	-	-	500,000
Storm Water System	-	\$210,000	-	-	-	-	210,000
Energy Efficient Equipment	-	\$0	-	-	-	-	-
Subtotal: Basic Const. Costs	-	24,320,132	-	-	-	-	24,320,132
Other Project Costs							
Land / existing facility acquisition	-	-	-	-	-	-	-
Professional Fees	2,000,608	-	-	-	-	-	2,000,608
Fire Marshall Fees	55,000	-	-	-	-	-	55,000
Inspection Services	26,565	-	-	-	-	-	26,565
Insurance Consultant	-	-	-	-	-	-	-
Surveys & Tests	-	-	-	-	-	-	-
Permit / Impact / Environmental Fees	53,935	-	-	-	-	-	53,935
Artwork	-	-	140,183	-	-	-	140,183
Moveable Furnishings & Equipment	-	-	2,000,000	-	-	-	2,000,000
Project Contingency	-	-	1,819,789	-	-	-	1,819,789
Subtotal: Other Project Costs	2,136,108	-	3,959,972	-	-	-	6,096,080
Total Project Cost:	2,136,108	24,320,132	3,959,972	-	-	-	30,416,212

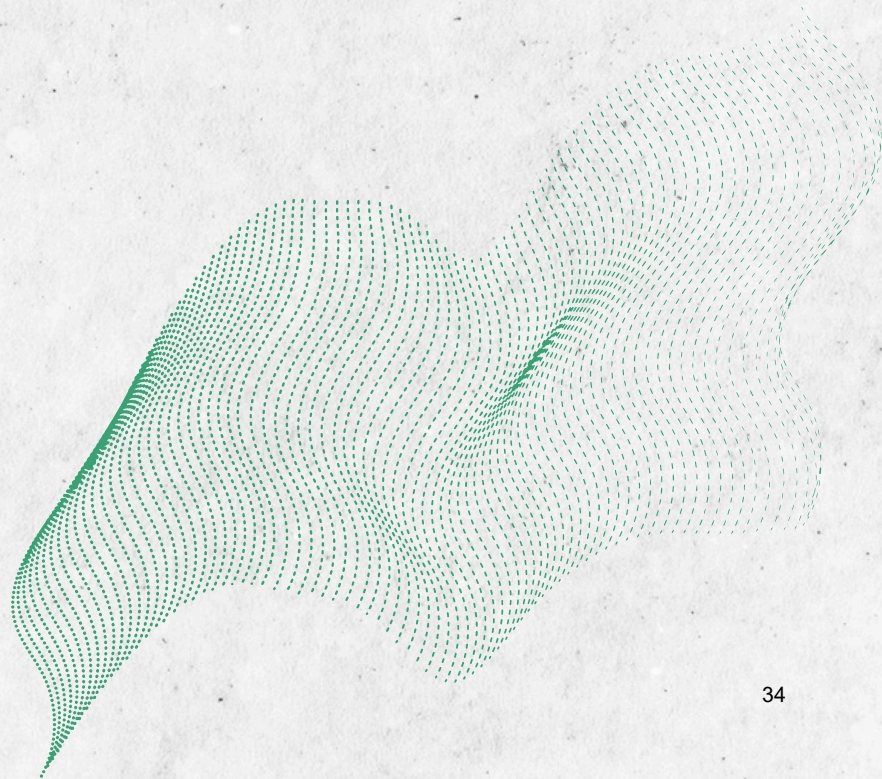
PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	FY	Amount	Source	FY	Amount	FY	Amount	
PECO	23-24	9,289,563	Carry Forward	23-24	-	25-26	12,166,677	Should equal <i>Total Project Cost</i> above
PECO	24-25	5,000,000	Donations/Gifts	24-25	-	26-27	3,959,972	
			Others		-	27-28	-	
					-			
		14,289,563					16,126,649	30,416,212

- **Narrative**
- **Description**
- **Project
Schedule**

PRIORITY 2

SCHOOL OF BUSINESS AND INDUSTRY SOUTH



PECO Project Detail

University: Florida A&M University
 Project Name: School of Business and Industry South
 Project Address: Tallahassee, Florida

Project Priority #: 2

PROJECT NARRATIVE

The School of Business and Industry, South is located at 500 Gamble Street on the main campus of Florida A&M University. This is part of a four building complex that houses Administrative Offices, TV Studio, Bull & Bear Lounge, Bloomberg Lab and classrooms for the School of Business and Industry. The five-story concrete and masonry structure was constructed in 1982 and renovated in 1998. In its current configuration, the building contains about 49,260 square feet of space. Most of the floors are carpeted with sheet carpet and carpet squares of varying ages and condition. Some ceiling tiles are starting to curl. Due to the age of these finishes, the ceilings will need replacement. The restrooms are not fully compliant with ADA guidelines. They lack full-size accessible toilet stalls and should be remodeled to provide them. This will require modification of the toilet partitions. The secondary restrooms on the fourth floor have non-accessible showers. The shower stalls should be replaced with accessible shower stalls. The HVAC equipment was installed in 1982, except the PRV which was replaced in 2015. The original equipment is aged and is recommended for replacement. Facility exhaust is provided by a rooftop centrifugal fan, an inline centrifugal fan, and a propeller-type fan. This equipment serves the restrooms, a mechanical space, and general exhaust needs. One fan was replaced in 2011 and appears in good condition. The remaining units are aged and have reached end of their service lives. Replacement is recommended. Emergency power is provided by unitary battery backup power devices. There is no central emergency power system. It is recommended that a generator and emergency power grid be installed throughout the facility. The emergency power network should support life safety and specific non-essential loads. The transformative renovation will lead to enhanced student learning outcomes of Increase recruitment of High Performing Students, Increase the Academic Progress and 4-Year Graduation Rates and Increase Students' Post Graduation Employability.

RESERVE ESCROW PLAN

	Renovation/Remodeling Projects (1% per s. 1001.706(12)(c) F.S.)	New Construction Projects (2% per Board Regulation 14.002)
Estimated Bldg Value:	\$ -	\$ -
Value Basis/Source:	Total construction cost or insurable value, whichever is greater, per Board Regulation 14.002	
Estimated 1st Yr Deposit:	\$ -	\$ -
Funding Source:		
Comments:		

BUILDING SPACE DESCRIPTION (account for all building space below)

Space Type (per FICM)	Net Assignable Sq. Ft. (NASF)	Net-to-Gross Conversion Factor	Gross Sq. Ft. (GSF)	Unit Cost * (per GSF)	Building Cost
	-		-		-
	-		-		-
	-		-		-
	-		-		-
	-		-		-
	-		-		-
	-		-		-
	-		-		-
	-		-		-
	-		-		-
	-		-		-
Assignable E&G Space (subtotal):	-		-		-
'Other Assignable' E&G Space:	-		-		-
Non-E&G Space:	-		-		-
Total Space:	-		-		-

* Apply Unit Cost to total GSF based on Space Type

REMODELING / RENOVATION	Remodeling Projects Only	
	BEFORE	AFTER
Classroom	7,330	1.5
Office	15,055	1.5
Study	-	
Auditorium/Exhibition	468	1.5
Instructional Media	3,600	1.5
	-	
	-	
	-	
	-	
Assignable E&G Space (subtotal):	26,453	39,680
'Other Assignable' E&G Space:	-	
Non-E&G Space:	-	
Total:	26,453	39,680

Grand Total:	26,453	39,680	16,939,267
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PROJECT COMPONENT COSTS & PROJECTIONS

	Costs Incurred to Date	Projected Costs					Total
		Year 1	Year 2	Year 3	Year 4	Year 5	
Basic Construction Costs							
Building Cost (from above)			16,939,267		-	-	16,939,267
Environmental Impacts/Mitigation	-	-	\$700,000	-	-	-	700,000
Site Preparation	-	-	\$600,000	-	-	-	600,000
Landscape / Irrigation	-	-	\$400,000	-	-	-	400,000
Plaza / Walks	-	-	\$250,000	-	-	-	250,000
Roadway Improvements	-	-	\$0	-	-	-	
Parking : spaces	-	-	\$0	-	-	-	
Telecommunication	-	-	\$1,300,000	-	-	-	1,300,000
Electrical Service	-	-	\$350,000	-	-	-	350,000
Water Distribution	-	-	\$300,000	-	-	-	300,000
Sanitary Sewer System	-	-	\$300,000	-	-	-	300,000
Chilled Water System	-	-	\$400,000	-	-	-	400,000
Storm Water System	-	-		-	-	-	
Energy Efficient Equipment	-	-	\$1,040,000	-	-	-	1,040,000
Subtotal: Basic Const. Costs	-	-	22,579,267	-	-	-	22,579,267
Other Project Costs							
Land / existing facility acquisition	-	-	-	-	-	-	
Professional Fees		1,655,830	-	-	-	-	1,655,830
Fire Marshall Fees		66,448	-	-	-	-	66,448
Inspection Services		40,947	-	-	-	-	40,947
Insurance Consultant	-	-	-	-	-	-	
Surveys & Tests	-	30,000	-	-	-	-	30,000
Permit / Impact / Environmental Fees		68,711	-	-	-	-	68,711
Artwork	-	-	-	200,000	-	-	200,000
Moveable Furnishings & Equipment	-	-	-	2,200,000	-	-	2,200,000
Project Contingency	-	-	1,753,743	-	-	-	1,753,743
Subtotal: Other Project Costs	-	1,861,937	1,753,743	2,400,000	-	-	6,015,680
Total Project Cost:	-	1,861,937	24,333,010	2,400,000	-	-	28,594,947

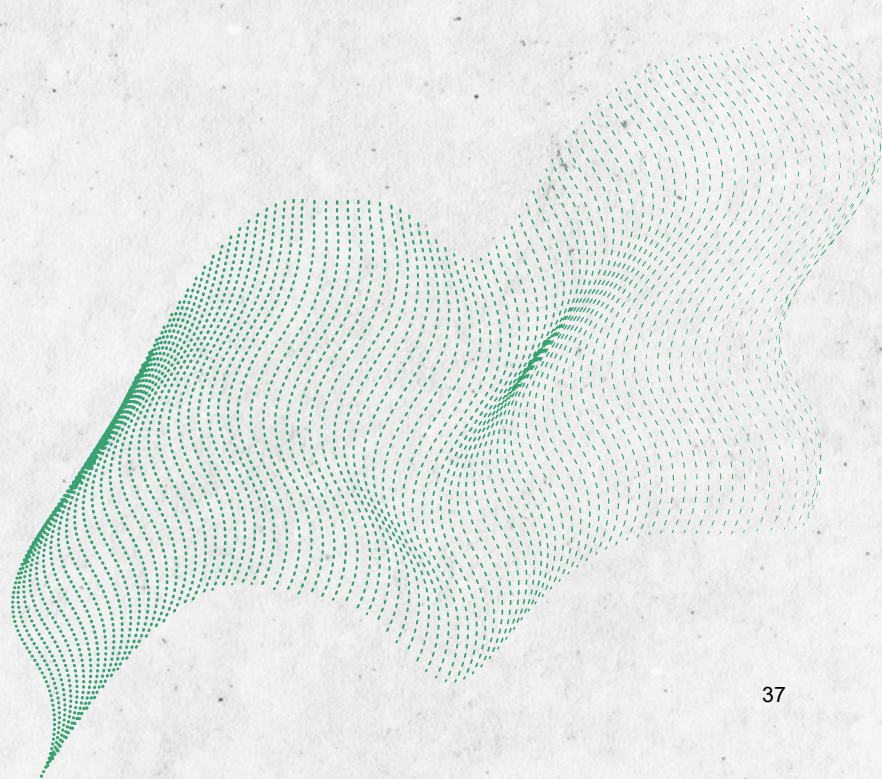
PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	FY	Amount	Source	FY	Amount	FY	Amount	
PECO	24-25	-	Carry Forward	24-25	-	25-26	1,861,937	Should equal <i>Total Project Cost</i> above
PECO	25-26	-	Donations/Gifts	25-26	-	26-27	24,333,010	
			Others		-	27-28	2,400,000	
					-			
		-			-		28,594,947	28,594,947

- **Narrative**
- **Description**
- **Project
Schedule**

PRIORITY 3

PERRY-PAIGE BUILDING RENOVATION



PECO Project Detail

University: Florida A&M University
 Project Name: Perry-Paige Building Renovation
 Project Address: Tallahassee, Florida

Project Priority #: 3

PROJECT NARRATIVE

Perry Paige was built in 1954. It is a 64-year-old building that is in grave need of state-of-the-art renovations to give the College of Agriculture and Food Sciences the ability to communicate with its comrades on the state, regional, and national levels. Traditional facilities and equipment do not meet the changing educational needs of the diverse audiences that the College of Agriculture and Food Sciences serves. In addition, facilities and equipment must be compatible with state research and extension facilities in the southern regions and the research and extension communities statewide, regionally, and nationally. State-of-the-art facilities and equipment are necessary to improve human capital development through research and extension programs. Also, the auditorium will be completely renovated with new seating, lighting, an acoustic and sound system, and a refurbished stage and curtains. Naval ROTC Unit FAMU and its Midshipmen have been a vibrant, diversified part of the FAMU campus landscape for forty-one years, since November 21, 1975. The NROTC Unit is housed on the second floor of the northern wing of the Perry-Paige Agriculture Building. The renovation/remodeling of the second floor of the northern wing of the Perry-Paige Agriculture Building will help the Naval ROTC Unit active-duty staff provide the Midshipmen with the most robust and realistic training in the most secure environment, preparing them for the rigors of leadership expected of them in the U.S. Naval Fleet.

RESERVE ESCROW PLAN

	Renovation/Remodeling Projects <small>(1% per s. 1001.706(12)(c) F.S.)</small>	New Construction Projects <small>(2% per Board Regulation 14.002)</small>
Estimated Bldg Value:	\$ 10,856,005	\$ -
Value Basis/Source:	Total construction cost or insurable value, whichever is greater, per Board Regulation 14.002	
Estimated 1st Yr Deposit:	\$ 108,560	\$ -
Funding Source:		
Comments:		

BUILDING SPACE DESCRIPTION (account for all building space below)

	Space Type <small>(per FICM)</small>	Net Assignable Sq. Ft. <small>(NASF)</small>	Net-to-Gross Conversion Factor	Gross Sq. Ft. <small>(GSF)</small>	Unit Cost * <small>(per GSF)</small>	Building Cost		
NEW CONSTRUCTION		-		-		-		
		-		-		-		
		-		-		-		
		-		-		-		
		-		-		-		
		-		-		-		
		-		-		-		
		-		-		-		
Assignable E&G Space (subtotal):		-		-		-		
'Other Assignable' E&G Space:		-		-		-		
Non-E&G Space:		-		-		-		
Total Space:		-		-		-		
		* Apply Unit Cost to total GSF based on Space Type						
REMODELING / RENOVATION							Remodeling Projects <u>Only</u>	
							BEFORE	AFTER
Classroom		760	1.5	1,140	438	499,172	-	-
Office		6,139	1.5	9,209	446	4,103,676	-	-
Study		1,358	1.5	2,037	435	886,462	-	-
Auditorium/Exhibition		4,286	1.5	6,429	493	3,166,411	-	-
Instructional Media		-	1.5	-	318	-	-	-
		-		-		-	-	-
		-		-		-	-	-
		-		-		-	-	-
		-		-		-	-	-
		-		-		-	-	-
Assignable E&G Space (subtotal):		12,543		18,815		8,655,720	-	-
'Other Assignable' E&G Space:		-		-		-	-	-
Non-E&G Space:		-		-		-	-	-
Total:		12,543		18,815		8,655,720	-	-

Grand Total:	12,543	18,815	8,655,720
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PROJECT COMPONENT COSTS & PROJECTIONS

	Costs Incurred to Date	Projected Costs					Total
		Year 1	Year 2	Year 3	Year 4	Year 5	
Basic Construction Costs							
Building Cost (from above)			8,655,720		-	-	8,655,720
Environmental Impacts/Mitigation	-	-	\$250,000	-	-	-	250,000
Site Preparation	-	-	-	-	-	-	-
Landscape / Irrigation	-	-	-	-	-	-	-
Plaza / Walks	-	-	-	-	-	-	-
Roadway Improvements	-	-	-	-	-	-	-
Parking : spaces	-	-	-	-	-	-	-
Telecommunication	-	-	\$500,000	-	-	-	500,000
Electrical Service	-	-	\$200,000	-	-	-	200,000
Water Distribution	-	-	\$200,000	-	-	-	200,000
Sanitary Sewer System	-	-	\$200,000	-	-	-	200,000
Chilled Water System	-	-	\$200,000	-	-	-	200,000
Storm Water System	-	-	-	-	-	-	-
Energy Efficient Equipment	-	-	-	-	-	-	-
Subtotal: Basic Const. Costs	-	-	10,205,720	-	-	-	10,205,720
Other Project Costs							
Land / existing facility acquisition	-	-	-	-	-	-	-
Professional Fees		817,936	-	-	-	-	817,936
Fire Marshall Fees		18,880	-	-	-	-	18,880
Inspection Services		25,165	-	-	-	-	25,165
Insurance Consultant	-	-	-	-	-	-	-
Surveys & Tests	-	30,000	-	-	-	-	30,000
Permit / Impact / Environmental Fees		38,332	-	-	-	-	38,332
Artwork	-	-	-	200,000	-	-	200,000
Moveable Furnishings & Equipment	-	-	-	1,200,000	-	-	1,200,000
Project Contingency	-	-	665,925	-	-	-	665,925
Subtotal: Other Project Costs	-	930,313	665,925	1,400,000	-	-	2,996,238
Total Project Cost:	-	930,313	10,871,645	1,400,000	-	-	13,201,958

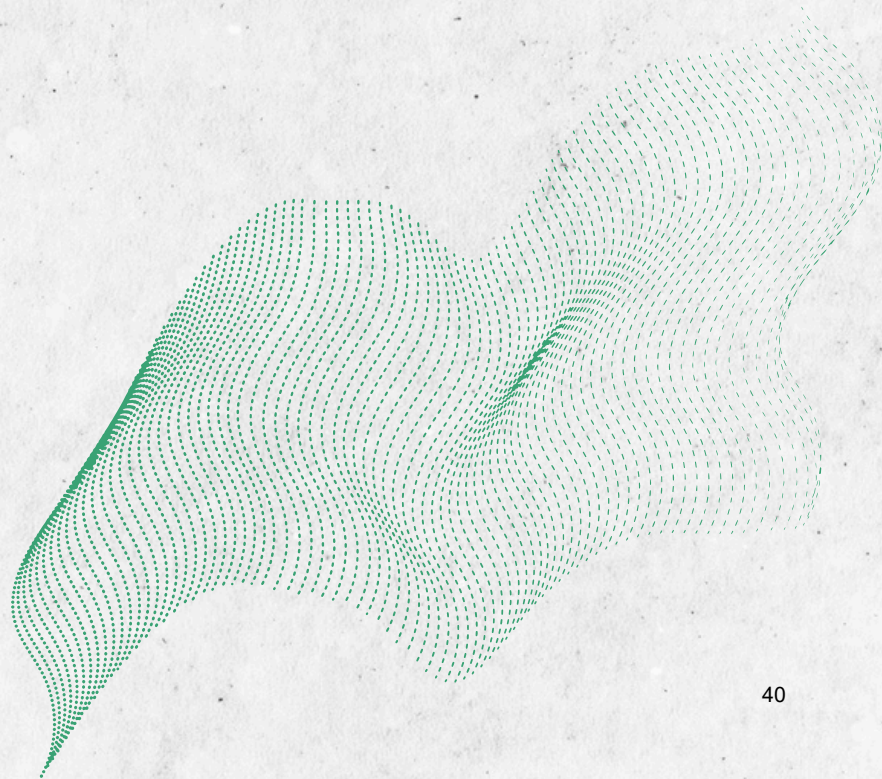
PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	FY	Amount	Source	FY	Amount	FY	Amount	
PECO	24-25	-	Carry Forward	24-25	-	25-26	930,313	Should equal <i>Total Project Cost</i> above
PECO	25-26	-	Donations/Gifts	25-26	-	26-27	10,871,645	
			Others		-	27-28	1,400,000	
					-			
		-			-		13,201,958	13,201,958

- **Narrative**
- **Description**
- **Project
Schedule**

PRIORITY 4

BENJAMIN BANNEKER COMPLEX DEMOLITION



Grand Total: - - -

PROJECT COMPONENT COSTS & PROJECTIONS

	Costs Incurred to Date	Projected Costs					Total
		Year 1	Year 2	Year 3	Year 4	Year 5	
Basic Construction Costs							
Building Cost (from above)		4,200,000	-	-	-	-	4,200,000
Environmental Impacts/Mitigation	-	\$600,000	-	-	-	-	600,000
Site Preparation	-	\$1,000,000	-	-	-	-	1,000,000
Landscape / Irrigation	-	\$500,000	-	-	-	-	500,000
Plaza / Walks	-	-	-	-	-	-	-
Roadway Improvements	-	\$250,000	-	-	-	-	250,000
Parking : spaces	-	-	-	-	-	-	-
Telecommunication	-	\$150,000	-	-	-	-	150,000
Electrical Service	-	\$150,000	-	-	-	-	150,000
Water Distribution	-	\$150,000	-	-	-	-	150,000
Sanitary Sewer System	-	\$250,000	-	-	-	-	250,000
Chilled Water System	-	-	-	-	-	-	-
Storm Water System	-	\$250,000	-	-	-	-	250,000
Energy Efficient Equipment	-	-	-	-	-	-	-
Subtotal: Basic Const. Costs	-	\$7,500,000.00	-	-	-	-	7,500,000
Other Project Costs							
Land / existing facility acquisition	-	\$0.00	-	-	-	-	-
Professional Fees	-	\$817,936.00	-	-	-	-	817,936
Fire Marshall Fees	-	\$18,879.78	-	-	-	-	18,880
Inspection Services	-	\$25,165.00	-	-	-	-	25,165
Insurance Consultant	-	\$0.00	-	-	-	-	-
Surveys & Tests	-	\$30,000.00	-	-	-	-	30,000
Permit / Impact / Environmental Fees	-	\$438,332.00	-	-	-	-	438,332
Artwork	-	-	-	-	-	-	-
Moveable Furnishings & Equipment	-	-	-	-	-	-	-
Project Contingency	-	-	-	-	-	-	-
Subtotal: Other Project Costs	-	\$1,330,312.78	-	-	-	-	1,330,313
Total Project Cost:	-	\$8,830,312.78	-	-	-	-	8,830,313

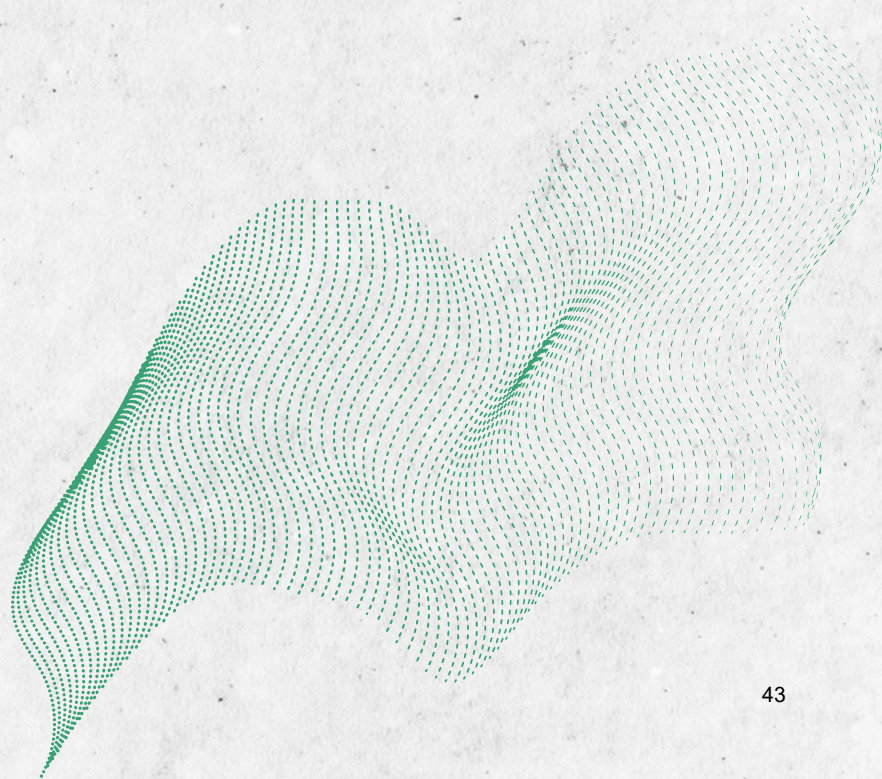
PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	FY	Amount	Source	FY	Amount	FY	Amount	
PECO	24-25	-	Carry Forward	24-25	-	25-26	8,830,313	Should equal <i>Total Project Cost</i> above
PECO	25-26	-	Donations/Gifts	25-26	-	26-27	-	
			Others		-	27-28	-	
					-			
						8,830,313		8,830,313

- **Narrative**
- **Description**
- **Project
Schedule**

PRIORITY 5

**FAMU-FSU COLLEGE OF ENGINEERING
BLDG. C**



PECO Project Detail

University: FAMU-FSU College of Engineering
 Project Name: College of Engineering Building C
 Project Address: 2525 Pottsdamer Street, Tallahassee, Florida

Project Priority #: 5

PROJECT NARRATIVE

In 1984, the Florida Legislature appropriated funds to be used in the planning, property acquisition, and site development for a new engineering campus to serve as the Florida A&M University-Florida State University College of Engineering. A 20.5 acre parcel, located near the main campuses of both FAMU and FSU, was selected for the new engineering building. The original concept was for three interconnected buildings, each of approximately 100,000 sq. ft. to house classrooms, laboratories, offices and amenities such as a library, auditorium, cafeteria, study lounge, etc. One year later, funds were appropriated for the design and construction of only the first phase of the facility, designed to service about 1,000 students, and consisting of only classrooms, laboratories and offices. Building A was completed and occupied in 1988. By that time the enrollment had already exceeded the design target.

By 1996, the College had implemented Bachelor of Science and Master of Science programs in five departments; doctoral programs were offered in three departments. At that time, the total undergraduate and graduate enrollment had passed the 2,000 mark. Office space was in critically short supply necessitating the conversion of some classrooms to office space and transferring the space shortage burden to them. It became necessary to bring in temporary 'portables' behind the building to handle the overflow for meetings, office space and research areas.

In 1996, funds were appropriated for design and construction of the second phase. This 96,500 sq. ft. building was built under a fast-track schedule and was occupied in the fall of 1998. It provided new laboratory space for advanced research projects which had come on-line, relieved the pressure for office space, and added a number of classrooms, among them two which served as large lecture halls. In the meantime, several new programs came on-line: Ph.D. programs in Industrial and Civil Engineering were implemented; a Computer Engineering bachelor's degree, and a Biomedical Engineering M.S. and Ph.D. were approved to start in 2000.

Building B though provided only a temporary respite from the space shortage. Other approved and implemented programs require still further expansion. Moreover, the needed amenities of an auditorium, reference and reading facility, and full cafeteria are still not met. Expansion of graduate programs with research support requires more specialized laboratory space, and accreditation requirements necessitate a reorientation of bachelors programs with more emphasis on practical training. For this Senior Design Lab Space becomes a necessity to bring workplace experience to our students, as well as to provide a suitable facility in which we can offer our expertise to a growing number of our industry partners.

Currently the College is sharing classroom space in FSU's Mag Lab, Research Buildings A & B, as well as offices and conference rooms. Study space is in hallways and lobby areas - basically anywhere there is a space with or without chairs. Events that require auditorium space must be scheduled in spaces on FAMU or FSU campus when available, and there is no space to display projects and achievements. To accommodate the projected growth of the College in all these areas, completion of the originally conceived three-building complex now becomes a matter of urgency. This request involves a joint-use project between Florida State University and Florida A&M University that will provide approximately 106,000 NASF (163,867 GSF) of new space for the College's operations. It also, will provide renovation funds for the non-assignable spaces for the tie-in areas between the existing and new construction, and allow for upgrading and replacing signage and wayfinding, and expand their food service from a snack bar into a cafeteria.

The College's primary goal is to provide a challenging and educational experience for our students that will enable them to become effective engineering professionals in an increasingly technological society in which engineering jobs are substantially increasing and starting salaries are among the highest of all college graduates. According to data from the Florida Department of Economic Opportunity, Engineering jobs are projected to grow 10.9% from 2017 – 2025, with much larger growth projected in key fields of study offered at the FAMU-FSU College of Engineering such as 14.6% in Environmental, 15.2% in Civil, and 23.7% in Biomedical. Additional space is needed to support this growth.

The Project serves six (6) critical engineering disciplines that are all of strategic importance within the STEM area. Engineering is critical for startups, job creation and the overall health of the State economy. The investment is bound to pay off significantly with the production of high quality and entrepreneurial students who will positively impact Florida's economy and workforce.

Size of spaces in the facility were determined by SREF requirements, program need and industry standards. Costs of facility construction and extra utility capacity, site development, roads, parking, etc. have been budgeted through analysis of historical construction costs, industry standards and estimates included in a project specific study. Project contingency exceeds 5% due to potential hazards associated with previous site uses and components to be demolished; and karst topography in the general region.

FSU has a commitment to sustainability and energy efficiency as codified in its Strategic Plan. Specific tactics include reducing greenhouse gas emissions and expanding resource conservation. FSU will demonstrate its commitment to climate action by reducing greenhouse gas emissions and optimizing energy consumption. FSU will improve resource stewardship by increasing water conservation, improving its landfill diversion rate and deploying resource conscious landscape practices*. Florida State University strives to LEED certify all major projects, including this one, targeting a minimum USGBC LEED level of Silver.

In September 2017, a joint Educational Plant Survey was conducted. This project's proposed space is the exact recommendations by the Survey Team. (Please refer to Recommendation FAMU/FSU College of Engineering 3.1 for the needs verification for this project). Changes in program, facility maintenance and utility costs which would occur as a result of completing this project cannot be reasonably determined at this time.

*<https://strategicplan.fsu.edu>

RESERVE ESCROW PLAN

	Renovation/Remodeling Projects (1% per s. 1001.706(12)(c) F.S.)	New Construction Projects (2% per Board Regulation 14.002)
Estimated Bldg Value:	\$ -	\$ 101,738,680
Value Basis/Source:	Total construction cost or insurable value, whichever is greater, per Board Regulation 14.002	
Estimated 1st Yr Deposit:	\$ -	\$ 2,034,774
Funding Source:	E-G Carryforward	
Comments:		

BUILDING SPACE DESCRIPTION (account for all building space below)

Space Type (per FICM)	Net Assignable Sq. Ft. (NASF)	Net-to-Gross Conversion Factor	Gross Sq. Ft. (GSF)	Unit Cost * (per GSF)	Building Cost
NEW CONSTRUCTION					
Classroom	6,900	1.5	10,350	505	5,226,750
Teaching Lab	5,300	1.65	8,745	720	6,296,400
Study	27,400	1.5	41,100	505	20,755,500
Research Lab	26,600	1.65	43,890	775	34,014,750
Office	21,100	1.5	31,650	505	15,983,250
Auditorium/Exhibition	5,900	1.48	8,732	695	6,068,740
Instructional Media	5,100	1.5	7,650	580	4,437,000
Teaching Gymnasium			-		-
Campus Support Services	5,700	1.5	8,550	505	4,317,750
Assignable E&G Space (subtotal):	104,000		160,667		97,100,140
'Other Assignable' E&G Space:	2,000	1.6	3,200	505	1,616,000
Non-E&G Space:	-		-		-
Total Space:	106,000		163,867		98,716,140

* Apply Unit Cost to total GSF based on Space Type

REMODELING / RENOVATION

Remodeling Projects Only

	BEFORE	AFTER
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
Assignable E&G Space (subtotal):	-	-
'Other Assignable' E&G Space:	-	-
Non-E&G Space:	-	-
Total:	-	-
Grand Total:	106,000	163,867

PROJECT COMPONENT COSTS & PROJECTIONS

	Costs Incurred		Projected Costs					Total
	to Date	Year 1	Year 2	Year 3	Year 4	Year 5		
Basic Construction Costs								
Building Cost (from above)	2,600,000	96,116,140			-	-	98,716,140	
Renovate Bldgs. A and B			12,540,000				12,540,000	
Environmental Impacts/Mitigation	-		-	-	-	-	-	
Site Preparation	4,785,000		-	-	-	-	4,785,000	
Landscape / Irrigation	-		330,000	-	-	-	330,000	
Plaza / Walks	-	330,000	-	-	-	-	330,000	
Roadway Improvements	-	330,000	-	-	-	-	330,000	
Parking : spaces	-	330,000	-	-	-	-	330,000	
Telecommunication	510,000	1,000,000	-	-	-	-	1,510,000	
Electrical Service	-		-	-	-	-	-	
Water Distribution	430,000	-	-	-	-	-	430,000	
Sanitary Sewer System	430,000	-	-	-	-	-	430,000	
Chilled Water System	430,000	-	-	-	-	-	430,000	
Storm Water System	430,000	-	-	-	-	-	430,000	
Energy Efficient Equipment	-	-	-	-	-	-	-	
Subtotal: Basic Const. Costs	9,615,000	98,106,140	12,870,000	-	-	-	120,591,140	
Other Project Costs								
Land / existing facility acquisition	-	-	-	-	-	-	-	
Professional Fees	8,600,000	-	-	-	-	-	8,600,000	
Building Commissioning	1,240,000						1,240,000	
Construction Manager	1,240,000						1,240,000	
Fire Marshall Fees	-	-	-	-	-	-	-	
Inspection Services	1,760,000	-	-	-	-	-	1,760,000	
Insurance Consultant	74,200	-	-	-	-	-	74,200	
Surveys & Tests	308,000	-	-	-	-	-	308,000	
Permit / Impact / Environmental Fees	690,000	-	-	-	-	-	690,000	
Artwork	-		100,000	-	-	-	100,000	
Moveable Furnishings & Equipment	-	-	11,000,000	-	-	-	11,000,000	
Project Contingency	1,472,800	3,893,860	1,030,000	-	-	-	6,396,660	
Subtotal: Other Project Costs	15,385,000	3,893,860	12,130,000	-	-	-	31,408,860	

Total Project Cost:	25,000,000	102,000,000	25,000,000	-	-	-	152,000,000
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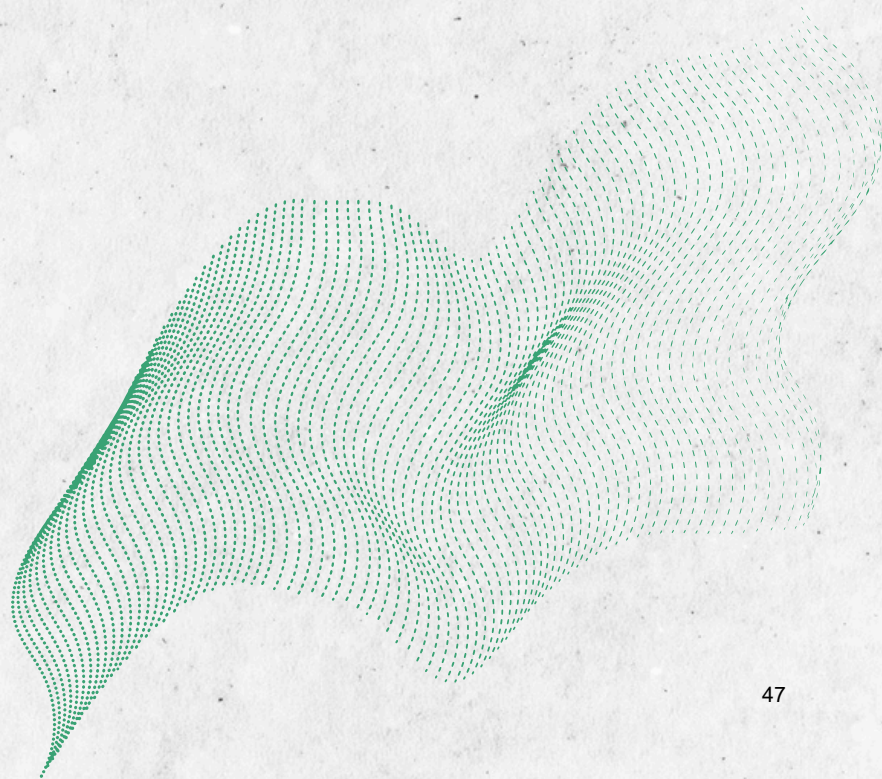
PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	FY	Amount	Source	FY	Amount	FY	Amount	Should equal <i>Total Project Cost</i> above
PECO	23-24	20,000,000	Carry Forward			25-26	102,000,000	
PECO	24-25	5,000,000	Donations/Gifts			26-27	25,000,000	
			Others		-			
		25,000,000					127,000,000	152,000,000

- **Narrative**
- **Description**
- **Project
Schedule**

PRIORITY 6

DYSON PHARMACY BUILDING DEMOLITION



PECO Project Detail

University: Florida A&M University
Project Name: Dyson Pharmacy Building Demolition
Project Address: Tallahassee, Florida

Project Priority #: 6

PROJECT NARRATIVE

Board of Governors Survey Recommendation team, survey recommended that Dyson Pharmacy Building Be Demolished in order to bring the Chemical and Biological Research Laboratory Center renovated/remodeled space online. The three-story concrete and masonry structure was constructed in 1972 and renovated in 1989. It consists of a north and south wing connected by a covered, open breezeway and houses laboratories, classrooms, offices, and a lecture hall for the College of Pharmacy. Much of the building is vacant or used for storage. In its current configuration, the building is about 53,614 square feet. The building has a flat, gravel-surfaced, built-up roofing system. The roof is in poor condition with evidence of past repairs and water leaks. Exterior crack West side of building. Rusting hot water pump Ground floor, mechanical room. This building is served by an outdated zone Silent Knight fire alarm system equipped with combination audible annunciators/ opaque strobe units and manual fire pulls. Original fire gongs were observed in the south wing. The fire alarm system has exceeded its useful service life, and its reliability is of concern. Fume hood exhaust systems serve the laboratory areas in this facility. Approximately 60 percent of these hoods and their associated mechanical components have been in service beyond their intended life cycles. Two original laboratory air compressors are in service to support program processes. They are in poor condition and have served to the point where reliability is a concern.

RESERVE ESCROW PLAN

	Renovation/Remodeling Projects (1% per s. 1001.706(12)(c) F.S.)		New Construction Projects (2% per Board Regulation 14.002)
Estimated Bldg Value:		\$	-
Value Basis/Source:	Total construction cost or insurable value, whichever is greater, per Board Regulation 14.002		
Estimated 1st Yr Deposit:		\$	-
Funding Source:			
Comments:			

BUILDING SPACE DESCRIPTION (account for all building space below)

Space Type (per FICM)	Net Assignable Sq. Ft. (NASF)	Net-to-Gross Conversion Factor	Gross Sq. Ft. (GSF)	Unit Cost * (per GSF)	Building Cost
NEW CONSTRUCTION					
	-		-		-
	-		-		-
	-		-		-
	-		-		-
	-		-		-
	-		-		-
	-		-		-
	-		-		-
	-		-		-
	-		-		-
	-		-		-
Assignable E&G Space (subtotal):	-		-		-
'Other Assignable' E&G Space:	-		-		-
Non-E&G Space:	-		-		-
Total Space:	-		-		-
* Apply Unit Cost to total GSF based on Space Type					
REMODELING / RENOVATION					
					Remodeling Projects <u>Only</u>
					BEFORE AFTER
Classroom		1.5	-	438	- -
Office		1.5	-	446	- -
Study		1.5	-	435	- -
Auditorium/Exhibition		1.5	-	493	- -
Instructional Media		1.5	-	318	- -
Teaching Lab		1.65	-	475	- -
Research Lab		1.65	-	553	- -
Campus Support Services		1.5	-	404	- -
Assignable E&G Space (subtotal):	-		-	-	- -
'Other Assignable' E&G Space:	-		-	-	- -
Non-E&G Space:	-		-	-	- -
Total:	-		-	-	- -

Grand Total: - - -

PROJECT COMPONENT COSTS & PROJECTIONS

	Costs Incurred to Date	Projected Costs					Total
		Year 1	Year 2	Year 3	Year 4	Year 5	
Basic Construction Costs							
Building Cost (from above)		1,100,000	-		-	-	1,100,000
Environmental Impacts/Mitigation	-	\$600,000		-	-	-	600,000
Site Preparation	-	\$400,000	-	-	-	-	400,000
Landscape / Irrigation	-	\$400,000	-	-	-	-	400,000
Plaza / Walks	-		-	-	-	-	
Roadway Improvements	-	\$150,000	-	-	-	-	150,000
Parking : spaces	-	\$400,000	-		-	-	400,000
Telecommunication	-	\$100,000		-	-	-	100,000
Electrical Service	-	\$100,000		-	-	-	100,000
Water Distribution	-				-	-	
Sanitary Sewer System	-			-	-	-	
Chilled Water System	-				-	-	
Storm Water System	-	\$200,000			-	-	200,000
Energy Efficient Equipment	-	-	-	-	-	-	
Subtotal: Basic Const. Costs	-	\$3,450,000.00	-	-	-	-	3,450,000
Other Project Costs							
Land / existing facility acquisition	-	\$0.00	-	-	-	-	
Professional Fees		\$293,454.00	-	-	-	-	293,454
Fire Marshall Fees		\$45,000.00	-	-	-	-	45,000
Inspection Services		\$45,000.00	-	-	-	-	45,000
Insurance Consultant	-	\$0.00		-	-	-	
Surveys & Tests	-	\$30,000.00	-		-	-	30,000
Permit / Impact / Environmental Fees		\$200,000.00	-		-	-	200,000
Artwork	-				-	-	
Moveable Furnishings & Equipment	-	\$0.00			-	-	
Project Contingency	-	\$172,500.00			-	-	172,500
Subtotal: Other Project Costs	-	\$785,954.00	-	-	-	-	785,954
Total Project Cost:	-	\$4,235,954.00	-	-	-	-	4,235,954

PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	FY	Amount	Source	FY	Amount	FY	Amount	
PECO	24-25	-	Carry Forward	24-25	-	25-26	4,235,954	Should equal Total Project Cost above
PECO	25-26	-	Donations/Gifts	25-26	-	26-27	-	
			Others		-	27-28	-	
					-			
							4,235,954	4,235,954

- **Narrative**
- **Description**
- **Project
Schedule**

PRIORITY 7

OLD DRS HIGH SCHOOL GYM/ TRANSITIONAL CLASSROOMS/ OLD DRS OFFICES DEMOLITION



PECO Project Detail

University: Florida A&M University
 Project Name: Old DRS High School Gym/ Transitional Classrooms/ Offices Demolition
 Project Address: Tallahassee, Florida

Project Priority #: 7

PROJECT NARRATIVE

In 1984, the Florida Legislature appropriated funds to be used in the planning, property acquisition, and site development for a new engineering campus to serve as the Florida A&M University-Florida State University College of Engineering. A 20.5 acre parcel, located near the main campuses of both FAMU and FSU, was selected for the new engineering building. The original concept was for three interconnected buildings, each of approximately 100,000 sq. ft. to house classrooms, laboratories, offices and amenities such as a library, auditorium, cafeteria, study lounge, etc. One year later, funds were appropriated for the design and construction of only the first phase of the facility, designed to service about 1,000 students, and consisting of only classrooms, laboratories and offices. Building A was completed and occupied in 1988. By that time the enrollment had already exceeded the design target.

Constructed in 1956, old DRS Office Building (Bldg. 61) at Florida A & M University is part of a six-building complex known as the Deve Research School. This small, single-story masonry structure currently contains office and meeting space, as well as two unisex restrooms that is comprise 1,400 gross square feet. Constructed in 1956, One of the Transitional Classrooms (Bldg. 63) is a single-story masonry structure currently contains offices on the east and west sides of building, as well as one large central classroom and a small unisex restroom that is comprise 2,953 gross square feet. Transitional Classrooms (Bldg 64) in the Deve Research School (DRS) is the largest structure in this six-building complex. Built in 1956, this two-story, steel and masonry structure primarily houses active and abandoned laboratory space, plus associated support space and classrooms. This laboratory facility is reported to comprise 14,560 gross square feet. The Old DRS Gym (Bldg. 72) was constructed in 1968 and is roughly 17,423 square foot. The entire complex of buildings are in need of a major retrofit of HVAC systems which contains self-contained/package type units, including stand-up units, rooftop units, window units, etc; both air conditioners and heat pumps. All buildings calls for a major refurbishments (>40% of total) to interior ceiling systems, including grid system replacements, structural framing, new suspended systems, paint, plastering, etc. Localized repairs are needed to the aging masonry facades of this 1956

RESERVE ESCROW PLAN

	Renovation/Remodeling Projects (1% per s. 1001.706(12)(c) F.S.)		New Construction Projects (2% per Board Regulation 14.002)
Estimated Bldg Value:		\$	-
Value Basis/Source:	Total construction cost or insurable value, whichever is greater, per Board Regulation 14.002		
Estimated 1st Yr Deposit:		\$	-
Funding Source:			
Comments:			

BUILDING SPACE DESCRIPTION (account for all building space below)

Space Type (per FICM)	Net Assignable Sq. Ft. (NASF)	Net-to-Gross Conversion Factor	Gross Sq. Ft. (GSF)	Unit Cost * (per GSF)	Building Cost		
NEW CONSTRUCTION							
	-		-		-		
	-		-		-		
	-		-		-		
	-		-		-		
	-		-		-		
	-		-		-		
	-		-		-		
	-		-		-		
	-		-		-		
	-		-		-		
	-		-		-		
Assignable E&G Space (subtotal):	-		-		-		
'Other Assignable' E&G Space:	-		-		-		
Non-E&G Space:	-		-		-		
Total Space:	-		-		-		
* Apply Unit Cost to total GSF based on Space Type							
REMODELING / RENOVATION						Remodeling Projects <u>Only</u>	
						BEFORE	AFTER
Classroom		1.5	-	438	-	-	-
Office		1.5	-	446	-	-	-
Study		1.5	-	435	-	-	-
Auditorium/Exhibition		1.5	-	493	-	-	-
Instructional Media		1.5	-	318	-	-	-
Teaching Lab		1.65	-	475	-	-	-
Research Lab		1.65	-	553	-	-	-
Campus Support Services		1.5	-	404	-	-	-
	-		-		-	-	-
Assignable E&G Space (subtotal):	-		-		-	-	-
'Other Assignable' E&G Space:	-		-		-	-	-
Non-E&G Space:	-		-		-	-	-
Total:	-		-		-	-	-

Grand Total: - - -

PROJECT COMPONENT COSTS & PROJECTIONS

	Costs Incurred to Date	Projected Costs					Total
		Year 1	Year 2	Year 3	Year 4	Year 5	
Basic Construction Costs							
Building Cost (from above)		\$950,000	-	-	-	-	950,000
Environmental Impacts/Mitigation	-	\$555,000	-	-	-	-	555,000
Site Preparation	-	\$500,000	-	-	-	-	500,000
Landscape / Irrigation	-	\$500,000	-	-	-	-	500,000
Plaza / Walks	-	-	-	-	-	-	-
Roadway Improvements	-	\$300,000	-	-	-	-	300,000
Parking : spaces	-	\$300,000	-	-	-	-	300,000
Telecommunication	-	-	-	-	-	-	-
Electrical Service	-	\$200,000	-	-	-	-	200,000
Water Distribution	-	\$200,000	-	-	-	-	200,000
Sanitary Sewer System	-	\$350,000	-	-	-	-	350,000
Chilled Water System	-	-	-	-	-	-	-
Storm Water System	-	\$300,000	-	-	-	-	300,000
Energy Efficient Equipment	-	-	-	-	-	-	-
Subtotal: Basic Const. Costs	-	\$4,155,000.00	-	-	-	-	4,155,000
Other Project Costs							
Land / existing facility acquisition	-	\$0.00	-	-	-	-	-
Professional Fees	-	\$39,925.00	-	-	-	-	39,925
Fire Marshall Fees	-	\$15,000.00	-	-	-	-	15,000
Inspection Services	-	\$20,000.00	-	-	-	-	20,000
Insurance Consultant	-	-	-	-	-	-	-
Surveys & Tests	-	\$30,000.00	-	-	-	-	30,000
Permit / Impact / Environmental Fees	-	\$26,696.00	-	-	-	-	26,696
Artwork	-	-	-	-	-	-	-
Moveable Furnishings & Equipment	-	\$0.00	-	-	-	-	-
Project Contingency	-	\$42,500.00	-	-	-	-	42,500
Subtotal: Other Project Costs	-	\$174,121.00	-	-	-	-	174,121
Total Project Cost:	-	\$4,329,121.00	-	-	-	-	4,329,121

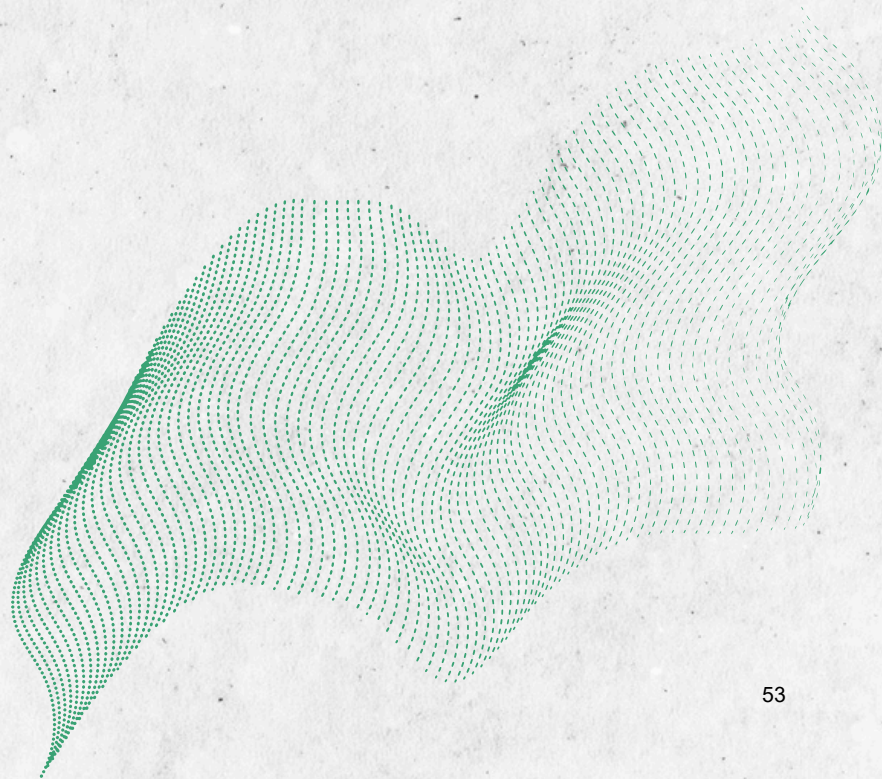
PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	FY	Amount	Source	FY	Amount	FY	Amount	
PECO	24-25	-	Carry Forward	24-25	-	25-26	4,329,121	Should equal <i>Total Project Cost</i> above
PECO	25-26	-	Donations/Gifts	25-26	-	26-27	-	
			Others		-	27-28	-	
					-			
							4,329,121	4,329,121

- **Narrative**
- **Description**
- **Project
Schedule**

PRIORITY 8

LAND ACQUISITION



PECO Project Detail

University: Florida A&M University
 Project Name: Land Acquisition
 Project Address: Tallahassee, Florida

Project Priority #: 8

PROJECT NARRATIVE

For the last several years the University's Leadership Team in conjunction with campus facility planners and construction project managers have utilized the Campus Master Plan to project the future land use needs for a growing University. The University requires academic land use, additional parking areas, recreational and open space needs which necessitate additional property for the campus to sufficiently grow. While the Master Plan has mainly looked at property to the west of the University for years, some other insights have been proposed which require acquiring property to the east and south of the University which could be some developed into a more comprehensive, planned unit expansion. To move forward with this expansion, the following is proposed: 1. Acquire property to the east of the University to expand the University's science and academic corridor, particularly in anticipation of a growth in enrollment so that these students can be accommodated in state-of-the-art facilities. 2. Continue with the University's goal to acquire property west of the University for recreational and intercollegiate athletic facilities to allow the University to maintain adequate level-of-service standards for its present and future enrollment. Land acquisition to the west would also assist the University in determining whether there should be a stadium renovation or rebuild 3. Acquisition of land to the south would support additional student services and needs across campus, such as eatery and retail needs.

RESERVE ESCROW PLAN

	Renovation/Remodeling Projects (1% per s. 1001.706(12)(c) F.S.)		New Construction Projects (2% per Board Regulation 14.002)
Estimated Bldg Value:	-		\$ -
Value Basis/Source:	Total construction cost or insurable value, whichever is greater, per Board Regulation 14.002		
Estimated 1st Yr Deposit:	-		\$ -
Funding Source:			
Comments:			

BUILDING SPACE DESCRIPTION (account for all building space below)

Space Type (per FICM)	Net Assignable Sq. Ft. (NASF)	Net-to-Gross Conversion Factor	Gross Sq. Ft. (GSF)	Unit Cost * (per GSF)	Building Cost		
NEW CONSTRUCTION							
	-		-		-		
	-		-		-		
	-		-		-		
	-		-		-		
	-		-		-		
	-		-		-		
	-		-		-		
	-		-		-		
Assignable E&G Space (subtotal):	-		-		-		
'Other Assignable' E&G Space:	-		-		-		
Non-E&G Space:	-		-		-		
Total Space:	-		-		-		
* Apply Unit Cost to total GSF based on Space Type							
REMODELING / RENOVATION						Remodeling Projects <u>Only</u>	
						BEFORE	AFTER
Classroom		1.5	-	438	-	-	-
Office		1.5	-	446	-	-	-
Study		1.5	-	435	-	-	-
Auditorium/Exhibition		1.5	-	493	-	-	-
Instructional Media		1.5	-	318	-	-	-
Teaching Lab		1.65	-	475	-	-	-
Research Lab		1.65	-	553	-	-	-
Campus Support Services		1.5	-	404	-	-	-
Assignable E&G Space (subtotal):	-		-	-	-	-	-
'Other Assignable' E&G Space:	-		-	-	-	-	-
Non-E&G Space:	-		-	-	-	-	-
Total:	-		-	-	-	-	-

Grand Total: - - -

PROJECT COMPONENT COSTS & PROJECTIONS

	Costs Incurred to Date	Projected Costs					Total
		Year 1	Year 2	Year 3	Year 4	Year 5	
Basic Construction Costs							
Building Cost (from above)		-	-		-	-	
Environmental Impacts/Mitigation	-	-		-	-	-	
Site Preparation	-	-	-	-	-	-	
Landscape / Irrigation	-	-	-	-	-	-	
Plaza / Walks	-	-	-	-	-	-	
Roadway Improvements	-	-	-	-	-	-	
Parking : spaces	-	-	-	-	-	-	
Telecommunication	-	-		-	-	-	
Electrical Service	-	-		-	-	-	
Water Distribution	-	-		-	-	-	
Sanitary Sewer System	-	-		-	-	-	
Chilled Water System	-	-		-	-	-	
Storm Water System	-	-		-	-	-	
Energy Efficient Equipment	-	-	-	-	-	-	
Subtotal: Basic Const. Costs	-	\$0.00	-	-	-	-	
Other Project Costs							
Land / existing facility acquisition	-	\$8,592,000	\$9,450,000	\$6,850,000	\$6,850,000	-	31,742,000
Professional Fees			-	-	-	-	
Fire Marshall Fees			-	-	-	-	
Inspection Services			-	-	-	-	
Insurance Consultant	-	-	-	-	-	-	
Surveys & Tests	-	\$35,000.00	35,000	35,000	35,000	-	140,000
Permit / Impact / Environmental Fees			-		-	-	
Artwork	-				-	-	
Moveable Furnishings & Equipment	-				-	-	
Project Contingency	-				-	-	
Subtotal: Other Project Costs	-	\$8,627,000.00	9,485,000	6,885,000	6,885,000	-	31,882,000
Total Project Cost:	-	\$8,627,000.00	9,485,000	6,885,000	6,885,000	-	31,882,000

PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	FY	Amount	Source	FY	Amount	FY	Amount	
PECO	24-25	-	Carry Forward	24-25	-	25-26	8,627,000	Should equal Total Project Cost above
PECO	25-26	-	Donations/Gifts	25-26	-	26-27	9,485,000	
			Others		-	27-28	6,885,000	
					-	28-29	6,885,000	
		-			-		31,882,000	31,882,000

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

Budget, Finance and Facilities Report

Wednesday, May 29, 2024

Agenda Item: VI

Subject: Amendment to Regulation 6.005, Procurement of Commodities and Contractual Services

Rationale/Summary: Approval to increase the solicitation threshold from \$75,000 to \$150,000 as updated by the Board of Governors Procurement Regulation 18.001 based on the Consumer Price Index for all Urban Consumers (CPI-U) and in consideration to the adjustment for inflation.

Approval to move signature authority for contracts for the Director of Procurement Services from \$25,000 to \$75,000 and the President's designee signature authority from up to \$75,000 to up to \$150,000. The change in signature authority is in line with other institutions in the State University System (SUS).

This regulation is currently set forth with the formal competitive solicitation threshold as \$75,000 for the SUS. The threshold was last reviewed in 2008. The SUS Inter-Institutional Committee on Procurement (ICOP) looked at this issue and reviewed federal, state, and university procurement thresholds and determined that an increase was appropriate and in order.

Recommendation: We recommend the Board of Trustees approves the increase to the solicitation threshold from \$75,000 to \$150,000. Additionally, we recommend the approval of the signature authority for contracts for the Director and the President's designees.

Attachments: Yes

1. Regulation 6.005, Procurement of Commodities and Contractual Services

Florida A&M University Regulation



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6.005 Procurement of Commodities and Contractual Services.

(1) Purchases with a value of up to \$5,000 shall be carried out using good purchasing practices. Purchases with a value of \$5,000.01 up to \$10,000 shall be carried out using good purchasing practices which shall include but not be limited to one (1) ~~two (2)~~ or more written quotations or written records of verbal quotations. Purchases with a value of \$10,000.01, but less than \$75,000 shall be made by securing at least two (2) ~~three (3)~~ written quotations. Purchases with a value of \$75,000.01, but less than \$150,000 shall be made by securing at least three (3) written quotations. If verbal quotations are received, the company name and company contact person, date and address of company and amount quoted shall be a part of the written documentation. All purchases with values which exceed \$150,000~~75,000~~ shall be awarded pursuant to a competitive solicitation, unless otherwise authorized herein. If the University Office of Procurement Services determines that commodities/contractual services are available only from a single source or that conditions warrant negotiation on the best terms and conditions, the University Department may proceed with the procurement. The Office of Procurement Services University shall document the conditions and circumstances used to determine the procurement method.

(2) *Purchase of Private Attorney Services.* Written approval from the General Counsel of the University is required for private attorney services acquired by the University.

(3) *Purchase of Insurance.* The University has the authority to purchase insurance as deemed necessary and appropriate for the operation and educational mission of the University. Examples of insurance coverage that may be acquired by the University include:

- (a) Physical damage on vehicles and boats;
- (b) Inland marine on property owned, leased, or loaned to or by the University;
- (c) Building and property damage;
- (d) Equipment losses due to theft;
- (e) Equipment subject to transportation;
- (f) Loss of rental income;

- (g) Commercial general liability insurance for scientific equipment;
 - (h) Excess general liability coverage; and
 - (i) Camps insurance.
- (4) *Purchase of Printing.* Printing shall be purchased in accordance with Chapter 283, F.S. and the University's Procurement Manual.
- (5) *Purchases from Minority Business Enterprises.* The University is an equal opportunity institution which encourages and promotes procurement participation and contracting with minority business enterprises ("MBEs"). MBEs should have a fair and equal opportunity to compete for dollars spent by the University to procure commodities and services. Competition ensures that prices are competitive and that a broad vendor base is available. The University will use good faith efforts to ensure that MBE vendors are aware of procurement and contract opportunities.
- (6) *Purchases from Contractors Convicted of Public Entity Crimes.* The University shall not accept a competitive solicitation from, or purchase commodities or contractual services from a person or affiliate who has been convicted of a public entity crime and has been placed on the State of Florida's, Department of Management Services' eConvicted vendor List for a period of 36 months from the date of being added to the convicted vendor list https://www.dms.myflorida.com/business_operations/state_purchasing/state_agency_resources/vendor_registration_and_vendor_lists/convicted_vendor_list.
- (7) *Purchases for Personal Convenience Prohibited.* Items requested that are of a personal nature or for personal convenience of employees shall not be purchased. Examples are: fans, heaters, coffee pots, mugs, refrigerators, microwaves, picture frames, wall hangings, smoke/air filters and various decorative items.
- (8) *Cooperative Purchasing.* The University may participate in, sponsor, conduct or administer cooperative purchasing agreements for the procurement of any supplies, service or construction with one or more Universities in that State University System, the Board of Governors or other governmental agencies/entities. Such cooperative purchasing may include, but is not limited to, joint or multi-party contracts between Universities and open-ended procurement with contracts which are made available to other state entities.
- (9) *Competitive Solicitation.*
- (a) *Purchases Exceeding \$150,000 ~~75,000~~.* All contracts for the purchase of commodities or contractual services exceeding \$150,000 ~~75,000~~ shall be

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awarded pursuant to a competitive solicitation, unless otherwise authorized herein. The purchase of commodities and contractual services shall not be divided to avoid the requirement of competitive solicitation. The opportunity to respond to a competitive solicitation is a privilege, not a right.

- (b) *Advertisement.* Competitive solicitations for purchases in excess of \$~~75~~150,000 shall be electronically posted on the Procurement Department's website designed by the University and electronically posted on Florida Communities Network and may be advertised in a newspaper of general circulation or in the Florida Administrative Weekly. The Director of Procurement shall have the authority to waive the advertisement requirement when ~~determine~~^{ds} in writing to be in the best interest of the University. The Director of Procurement shall waive the advertisement requirement when the number of potential bidders or proposers is limited and can be solicited, when the availability of funding so requires, or where delivery is urgent.
- (c) *Receipt of Responses.* Competitive solicitation responses shall be delivered, - as directed in the competitive solicitation to the Procurement Department or as otherwise directed, at or prior to the date and time specified in the competitive solicitation. Responses that are not delivered to the specific ~~place~~^{location, as} ~~directed in the competitive solicitation~~, no matter what the reason, shall not be considered. It is the offeror's responsibility to assure that their response is delivered at the proper time and place.
1. Prior to the time a competitive solicitation is opened, the Director of Procurement or designee, may change or correct the terms, conditions, or specifications by posting or issuing an addendum to all known recipients of the competitive solicitation.
 2. An offeror to a competitive solicitation may withdraw or correct a response prior to the time that the competitive solicitation is opened. Any alteration or correction to a response must be in writing and signed by the authorized representative who ~~singed~~^{signed} the original response.
- (d) When only one response is received to a competitive solicitation for commodities or contractual services exceeding \$~~75~~150,000, the University will review the solicitation response and circumstances surrounding the solicitation

to determine if a second call for a competitive solicitation is in the best interest of the University. If it is determined that a second call would not serve a useful purpose, the University will proceed with the acquisition after written justification prepared by the Director of Procurement and approved by the Vice President for ~~Finance and Administration~~Fiscal Affairs prior to the acquisition.

- (e) When multiple responses that are equal in all respects are received to a competitive sealed solicitation, the University will give preference to responses that include commodities manufactured in the State of Florida, Florida businesses, businesses with a drug-free workplace program, or foreign manufacturers located in the state, to determine the contract award. If these conditions do not exist or are the equivalent between two or more responses, the toss of the coin shall be used to award the contract.
- (f) Late responses to a competitive solicitation shall remain sealed and shall not be evaluated.
- (g) In the case of extension errors in a response to a competitive solicitation, the unit price will prevail.
- (h) *Withdrawal of Response.* A vendor may withdraw their competitive solicitation in writing within 72 hours of the competitive solicitation opening, if the competitive solicitation is clearly erroneous and the error can be independently verified, it may be withdrawn prior to final award or purchase order being issued or thereafter with written consent of the President or President's designee when the interest of the University will not be adversely affected by the withdrawal.
- (i) *Evaluation Committee.* The President or President's designee shall appoint at least three (3) persons to evaluate proposals and replies who collectively have experience and knowledge in the program areas and service requirements for which commodities or contractual services are sought. And, at least three (3) persons to conduct negotiations during a competitive solicitation who collectively have experience and knowledge in negotiating contracts, contract procurement, and the program areas and service requirements of which commodities or contractual services are sought. The President or President's designee may bring in an outside consultant(s) to assist in the decision.

- (j) *Posting of Award.* The intended award shall be electronically posted on the ~~Procurement~~~~Purchasing~~ Department's website designated by the University and may also be publicly posted by the Office which issues the competitive solicitation for 72 hours which is interpreted as three (3) working days excepting Saturdays, Sundays, or State holidays. The notice shall contain the following statement: "Failure to timely file a protest or failure to timely deliver the required bond or other security in accordance with the Board of Governors' Regulations 18.002 and 18.003 shall constitute a waiver of protest proceedings."
- (k) *Protest.* The procedures set forth in Board of Governors Regulation 18.002 shall apply to protests that arise from all university contract procurement processes for the purchase of goods, services, leases, and for construction-related competitive solicitations, and shall be the exclusive set of procedures applicable to all such protests.

(10) *Purchasing actions that are not subject to the competitive solicitation process include:*

- (a) *Emergency Purchases.* When the President or Vice President for ~~Finance and Administration~~~~Legal Affairs~~ certifies in writing, that a condition exists that threatens the health, welfare, or safety of person(s) or animal(s) or the preservation or protection of property, the continuance of a vital University function, or when the delayed incident to such procurement may be detrimental to the interest of the University, the University will proceed with an emergency purchase without a competitive solicitation, provided that such emergency procurement is made with such competition as is practical under the circumstances. The certification shall be received within thirty (30) days of the declaration of the emergency. The written certification shall be included in the Purchasing Department file.
- (b) *Sole Source Purchases.* Upon receipt of justification from the user department, school, college or division and the proposed single source, the Director of Procurement or designee may select a single source without competitive solicitation if, after conducting a search for available sources, the Director of Procurement or designee certifies in writing that only a single source is practicable or for other reasons a single source selection is in the University's

best interest. Upon Purchasing ~~the~~ Director's written approval of a sole source selection, contract negotiations shall commence with the single source. The Purchasing Department shall maintain a record of the sole source procurement. The sole source document shall be publicly posted by the Purchasing Office for three (3) working days. The President or Vice President for Finance and Administration~~Fiscal Affairs~~ may approve and execute an annual certification list for those commodities and services purchased on a regular basis and proved to be available from a single source. The sole source exemption "form" will be publicly posted in accordance with Florida Board of Governors Regulation 18.002.

- (c) *Other Governmental or University Contracts.* Purchases from competitively solicited Contracts and Negotiated Annual Price Agreements established by the State, other governmental entities, universities~~ies~~ in the state of Florida, other public or private educational institutions, and educational cooperatives and educational consortiums are not subject to further competitive solicitation.
- (d) *Construction Direct Purchase Program.* Commodities to be incorporated into any public work (as that term is defined in 12A-1.094, F.A.C.) which are procured by the University in accordance with the requirements of the University's direct purchase program are not subject to any further competitive solicitation.

(11) *Commodities and Contractual Services that are not subject to the competitive solicitation process include:*

- (a) Academic ~~R~~reviews;
- (b) Accounting ~~S~~services;
- (c) Auditing services including those services needed to address audit, financial and fraud-related compliance, controls, and investigative matters, or such other related services;
- (d) Advertising; except for media placement services;
- (e) Artistic ~~S~~services;
- (f) Family placement services;
- (g) Health services involving examination, diagnosis, treatment, prevention, medical consultation or administration. Prescriptive assistive devices for

medical, developmental or vocational rehabilitation including, but not limited to prosthetics, ~~orthotics~~~~esthetics~~, and wheelchairs ~~and other related equipment and supplies~~; provided the devices are purchased on the basis of an established fee schedule or by a method that ensures the best price, taking into consideration the needs of the client;

- (h) Medicaid services delivered to an eligible Medicaid recipient by a health care provider who has not previously applied for and received a Medicaid provider number from the Department of Children and Family Services. This exception will be valid for a period not to exceed 90 days after the date of delivery to the Medicaid recipient and shall not be renewed;
- (i) Services provided to persons with mental or physical disabilities by not-for-profit corporations organized under the provisions of s. 501(c)(3) of the Internal Revenue Code or services governed by the provisions of the Office of Management and Budget Circular A-122;
- (j) Lectures;
- (k) Legal services, including attorney, paralegal, expert witness, appraisal, arbitrator or mediator services;
- (l) Payment of membership dues pursuant to Section 216.345, F.S.;
- (m) Programs, conferences, workshops or continuing education events ~~or other University programs~~ that are offered to the general public for which fees have been collected to pay all expenses associated with the program or event or that are required by a grant to be purchased, attended, held, or organized;
- (n) Purchases from firms or individuals that are prescribed by state or federal law, or specified by a granting agency;
- (o) Purchases from the Annual Certification List developed by the University;
- (p) Contracts or services provided by not-for-profit support and affiliate organizations of the University, direct support organizations, health support organizations and faculty practice plans;
- (q) Implementation/programming/training services available from owner of copyrighted software or its contracted vendor;
- (r) Regulated utilities and government-franchised services, ~~R~~regulated public communications, ~~except L~~long distance telecommunications;

(s) Purchases of materials, supplies, equipment, or services for instructional or sponsored research purposes when the Vice President for Research or designee certifies in writing that, in a particular instance, it is necessary for the efficient or expeditious prosecution of a research project, in accordance with sponsored research procedures or to attain the instructional objective and Regulation 6.007;
~~and~~

~~(t)~~ Training and education services:-

~~—~~ Purchases for resale;
~~—~~

~~(u)~~ Services or commodities provided by governmental agencies, another university in the State University System, direct support organizations of the University, political subdivisions or other independent colleges and universities.

(12) *Participants in Contract Awards Not Subject to Competitive Solicitations.*

(a) No individual, firm or contractor/vendor who receives a contract to perform a feasibility study for potential implementation of a subsequent contract, participates in the drafting of a competitive solicitation, or develops a program for future implementation shall be eligible to contract with the University dealing with the specific subject matter.

(b) All persons taking part in the development or selection of criteria for evaluation, the evaluation process, and the contract award process in any purchase shall be independent of and have no conflict of interest in the entities evaluated and awarded the contract. Such persons shall follow all relevant portions of the State of Florida Code of Ethics for Public Employees, Chapter 112, Part 3, Florida Statutes and the University's regulations and University Board of Trustees' policies governing conflicts of interest.

(13) *Bonding Requirements.*

(a) Solicitations Security. A certified, cashier's or treasurer's check, bank draft, bank official check or bid bond may be required as a condition for participation in a competitive solicitation.

(b) Payment and Performance bonds.

1. Any contractor contracting with the University to provide commodities, services or commodities which include installation, may be required to furnish a payment and performance bond, with good and sufficient securities, to the University prior to the issuance of the contract.

2. The bond or security must be in an amount equal to 100% of the response submitted to the competitive solicitation.

(c) Solicitation Protest Bond. Any entity filing an action protesting a decision or intended decision pertaining to a competitive solicitation shall, at the time of filing of the formal protest, post with the University a bond payable to the University in the amount equal to: 10% of the estimated value of the protestor's bid or proposal; 10% of the estimated expenditure during the contract term; \$10,000; or whichever is less. The bond shall be conditioned upon the payment of all costs which may be adjudged against the entity filing the protest action. In lieu of a bond, the University may accept a cashier's check or money order in the amount of the bond. Failure of the protesting entity to file the required bond, cashier's check, bank official check or money order at the time of filing the formal protest shall result in the denial of the protest.

(14) *Contracts.*

(a) Contracts for commodities or contractual services or licenses shall consist of a purchase order or bilateral agreement signed by the Director of Procurement, University President or University President's designee, in accordance with the requirements herein, prior to goods or services being rendered by the contractor or within thirty (30) days of the goods and services being rendered in the case of a valid emergency as certified by the President or Vice President for Finance and Administration. Such purchase orders and bilateral agreements shall contain the following provisions:

1. A provision providing dates of service.

2. A provision detailing price and payment terms.
3. A provision that bills for fees or other compensation for services or expenses be submitted in detail sufficient for a proper pre-audit and post-audit thereof.
4. A provision that bills for any travel expenses be submitted in accordance with Section 112.061, Florida Statutes. The University may establish rates lower than the maximum provided in Section 112.061, F. S.
5. A provision dividing the contract into units of deliverables, which shall include, but not be limited to, reports, findings and drafts, that must be received and accepted in writing by the contract manager prior to payment.
6. A provision specifying the criteria and the final date by which such criteria must be met for completion of the contract.
7. A provision specifying that the contract may be renewed for a period that may not exceed 5 years or the term of the original contract, whichever period is longer, specifying the renewal price for the contractual services purchased by competitive solicitation which shall be set forth in the competitive solicitation, specifying that costs for the renewal may not be changed, and specifying that renewals shall be contingent upon satisfactory performance evaluations by the University and are subject to the availability of funds.
8. A provision allowing unilateral cancellation by the University for contractor's refusal to allow public access to all documents, papers, letters, or other material made or received by the contractor in conjunction with the contract, unless records are exempt from section 24(a) of Art. I, of the State Constitution and Section 119.07 (1), F. S.
9. Any contract for the purchase of services or tangible personal property for a period in excess of one fiscal year shall include the following statement: "The State of Florida's and University's performance and obligation to pay under this contract is contingent upon an annual appropriation by the Legislature."
10. Extension of a contract, entered into as a result of a competitive solicitation, shall be for a period not to exceed 12 months or until

completion of the competitive solicitation and award or protest, whichever is longer, shall be in writing, shall be signed by both parties, and shall be subject to the same terms and conditions set forth in the initial contract and any amendments thereto.

11. A Public Records, Chapter 119, F.S., provision.
 12. A provision stating the University does not indemnify or hold harmless any party or entity.
 13. A provision prohibiting contingency fees termination clause.
- (b) The President or President's designee is authorized to enter into deferred payment agreements when it is financially advantageous to the University. The University may utilize the State of Florida Department of Financial Services Consolidated Equipment Financing Program if it is deemed financially advantageous. When the Consolidated Equipment Financing Program is used, the University will submit the contract to the State of Florida Chief Financial Officer for the purpose of pre-audit review and approval prior to acceptance by the University. No agreement shall establish a debt of the State or shall be a pledge to the faith and credit of the State; nor shall any agreement be a liability or obligation of the State except from appropriated funds.
- (c) In order to promote cost effective procurement of commodities and contractual services, the University may enter into contracts that limit the liability of a contractor/vendor consistent with Section 672.719, F.S. and consistent with the lawful limits of sovereign immunity.
- (d) The total value of the contract shall be the purchase price for the initial term plus all renewal costs.
- (e) The Director of Procurement shall approve contracts and contract amendments up to \$275,000. The President or President's designee shall approve contracts and contract amendments ~~from \$25,000~~ up to \$75150,000. All contracts and contract amendments from \$75150,000 to \$1,000,000 shall be approved by the University President, unless otherwise delegated by the University President or the University Board of Trustees. All contracts which exceed \$1,000,000 shall be approved by the University Board of Trustees. The authority to execute contracts

may be further delegated by the University Board of Trustees or the University President.

- (f) All contracts must be approved by the University Attorney as to form and legal sufficiency, except form contracts issued by the General Counsel, which have not been amended.

Specific Authority: Article IX, Section 7, Florida Constitution, Board of Governors Regulation 1.001, ~~and 18.001~~, 18.002, and 18.003, Sections 672.719 and 1004.22(7), Florida Statutes. History – New 12-07-06; Amended 10-26-07; Amended 8-25-08, Amended 7-14-18.

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

Budget, Finance and Facilities Report

Wednesday, May 29, 2024

Agenda Item: VII(a)

Subject: South Chiller Plant - Construction Manager (CM) Contract Authority

Rationale/Summary: The new Central Utility Plant will be located on the southern portion of the campus east of the Campus Recreation Center. It will be housed in a metal industrial building and will initially include one 1100-ton chiller, hot-water boiler, pumps, piping, and electrical distribution systems. This facility will be designed with the ability to expand as the southern portion of the campus is developed.

This agenda item seeks board approval and authorization of the President to execute the necessary contracts and agreements with the Construction Manager.

Recommendation: We recommend that the Board of Trustees approves and authorizes the President to execute the necessary contract with the Construction Manager (CM) not to exceed \$8 million. This contract will be executed after the Board's approval and review and comments by the Office of the General Counsel.

Attachments: No

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

Budget, Finance and Facilities Report

Wednesday, May 29, 2024

Agenda Item: VII(b)

Subject: Dining Hub Expansion - Construction Manager (CM) Contract Authority

Rationale/Summary: The new 700 Bed Residence Hall Phase II project will be online by Fall 2025. To accommodate the additional students in this area of the campus, there is a need to expand the existing Dining Hub. The Dining Hub Expansion project will increase the seating capacity and accommodation. This expansion will result in 274 additional seats in the dining hall, which totals an additional 3,765 square feet.

This agenda item seeks board approval and authorization for the President to execute the necessary contracts and agreements between the Owner and Construction Manager (CM) for a total sum not to exceed \$3.6 million.

Recommendation: We recommend that the Board of Trustees authorizes the President to execute the necessary contracts with the Construction Manager (CM) not to exceed \$3.6 million. These contracts will be executed after the Board's approval and review and comments by the Office of the General Counsel.

Attachments: No

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

Budget, Finance and Facilities Report

Wednesday, May 29, 2024

Agenda Item: VII(c)

Subject: Foote Hilyer Sprinkler Project - Construction Manager (CM) Contract Authority

Rationale/Summary: A portion of Foote Hilyer Administration Center has an automatic sprinkler system. The system requires upgrading and expansion into other areas of the building. The scope of this project will address the existing sprinkler system and extend the coverage to the remaining portion of the facility. This project is a part of the deferred maintenance allocation.

This agenda item seeks board approval authorizing the President to execute the necessary contracts with the Construction Manager (CM).

Recommendation: We recommend that the Board of Trustees approves and authorizes the President to execute the necessary contracts with the Construction Manager (CM) for a total sum not to exceed \$2 million. This contract will be executed after the Board's approval and review and comments by the Office of the General Counsel.

Attachments: No

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

Budget, Finance and Facilities Report

Wednesday, May 29, 2024

Agenda Item: VII(d)

Subject: Education Advisory Board (EAB) –Navigate360 (student success platform) & Edify (education data platform)

Rationale/Summary: This agenda item requests board approval to enter into an agreement with the Education Advisory Board (EAB) for implementing two platforms: Navigate360 and Edify. Navigate360 offers a comprehensive student success management technology platform that includes access to best practices, networking, change management, and implementation support. It specifically aims to enhance student retention, graduation rates, and postgraduate success. Edify provides an educational data platform to support higher education institutions with technology and services.

In Summary, this initiative supports the following University Goals and Strategies: Goal 1.1: Elevate Student Success Outcomes (Retention, Graduation Rates, etc.); Goal 5.2: Optimizing effectiveness of operations through enhancement of processes and innovation; Strategy 5.2.2: Utilize analytics to drive data-driven decisions for improved institutional/university outcomes; Strategy 5.3.4: Leverage data analytics, assessment processes to deliver results that enhance student success and administrative effectiveness outcomes.

Recommendation: We recommend that the Board of Trustees approves the President to execute the necessary contracts and agreements with Education Advisory Board (Navigate360 & Edify), for a total sum not to exceed \$2.5 million. These contracts will be executed after review and comments by the General Counsel.

Attachments: Yes.

1. EAB Global, Inc. Agreement



EAB Global, Inc.
2445 M Street NW
Washington, DC 20037

Program Order Form

Organization: Florida Agricultural and Mechanical
Attn: Donald Palm
1601 S. Martin L. King Jr. Blvd
Tallahassee, FL 32307

Date: 4/9/2024

Program and Program Fees:

Organization will have access to the Program services set forth below (the "Services"), which are as described in greater detail in each applicable Program Scope available here:

- Navigate - <https://scopes.eab.com/navigate>
- Rapid Insight - <https://scopes.eab.com/rapidinsight>
- Edify - <https://scopes.eab.com/edify>

During the Program Term, the Services will be delivered in all material respects as described in each applicable Program Scope.

Program Term: March 31, 2024 - September 30, 2024		Quantity	Fees
Edify			\$ 141,655.00
Technology Platform Fee	Included Storage:Up to 2 TB		
Professional Service - Gold			
Rapid Insight			
Navigate360	8,255 Undergraduate, 1,745 Graduate	10,000 Total Students	\$ 113,540.00
Core Platform			
Administrative & Travel Fee			\$ 3,781.00
Historic and Predictive Analytics			
Student Engagement Hub			
LMS Integration			
Total			\$ 258,976.00

Program Term: October 1, 2024 - September 30, 2025		Quantity	Fees
Edify			\$ 281,000.00
Technology Platform Fee	Included Storage:Up to 2 TB		
Professional Service - Gold			
Rapid Insight			
Navigate360	8,255 Undergraduate, 1,745 Graduate	10,000 Total Students	\$ 226,403.22
Core Platform			

Administrative & Travel Fee		\$	7,500.00
Historic and Predictive Analytics			
Student Engagement Hub			
LMS Integration			
Total		\$	514,903.22

Program Term: October 1, 2025 - September 30, 2026		Quantity	Fees
Edify			\$ 283,630.00
Technology Platform Fee	Included Storage:Up to 2 TB		
Professional Service - Gold			
Rapid Insight			
Navigate360	8,255 Undergraduate, 1,745 Graduate	10,000 Total Students	\$ 223,060.68
Core Platform			
Administrative & Travel Fee			\$ 7,500.00
Historic and Predictive Analytics			
Student Engagement Hub			
LMS Integration			
Total			\$ 524,190.68

Program Term: October 1, 2026 - September 30, 2027		Quantity	Fees
Edify			\$ 286,220.50
Technology Platform Fee	Included Storage:Up to 2 TB		
Professional Service - Gold			
Rapid Insight			
Navigate360	8,255 Undergraduate, 1,745 Graduate	10,000 Total Students	\$ 239,917.87
Core Platform			
Administrative & Travel Fee			\$ 7,500.00
Historic and Predictive Analytics			
Student Engagement Hub			
LMS Integration			
Total			\$ 533,638.37

Program Term: October 1, 2027 - September 30, 2028		Quantity	Fees
Edify			\$ 238,277.96
Technology Platform Fee	Included Storage:Up to 2 TB		

Professional Service - Silver				
Rapid Insight				
Navigate360	8,255 Undergraduate, 1,745 Graduate	10,000 Total Students	\$	246,980.79
Core Platform				
Administrative & Travel Fee			\$	7,500.00
Historic and Predictive Analytics				
Student Engagement Hub				
LMS Integration				
Total			\$	492,758.75

Program Term: October 1, 2028 - September 30, 2029		Quantity	Fees	
Edify			\$	242,128.95
Technology Platform Fee	Included Storage: Up to 2 TB			
Professional Service - Silver				
Rapid Insight				
Navigate360	8,255 Undergraduate, 1,745 Graduate	10,000 Total Students	\$	254,255.59
Core Platform				
Administrative & Travel Fee			\$	7,500.00
Historic and Predictive Analytics				
Student Engagement Hub				
LMS Integration				
Total			\$	503,884.54

One Time Fee:

Program Term: March 31, 2024 - September 30, 2024		Fees	
Navigate360			
Implementation Fee		\$	91,563.00
Total		\$	91,563.00

The fees offered in this Program Order Form are based on the Program(s) above and any other existing Programs you may have purchased from us. In the event you terminate or discontinue any Program, including any Program in this Program Order Form, prior to the expiration of its Program Term, the Fees may be subject to increase. Any Fees, unless denoted as one-time, reflect the annual price for each year of the Program Term or any portion thereof (each, a "Year").

EAB will include the number of graduate students as listed in the tables above (the "Graduate Student Population") in the product modules to the extent that EAB generally can include graduate students in these modules. For avoidance of doubt, Organization acknowledges and agrees that the Graduate Student Population may not be included in the modules to the same extent as the undergraduate students included under the Program Order Form.

This Program Order Form is made pursuant to the Master Agreement dated as of 5/25/2021, which along with the applicable Program Scope which are incorporated herein by reference, form the entire agreement between the parties with respect to the Programs (and together with any other applicable agreements or supplements, the "Agreement").

Additional Terms:

Organization may pull forward up to 200 hours from the second Program Term to use in the first Program Term and may roll over up to 212 hours from the first Program Term to use in the second Program Term. For avoidance of doubt, Organization will receive up to 212 professional service hours in the first Program Term.

Organization may add an additional TB of storage throughout the Program Term for an additional \$35,000/TB.

Invoicing:

Services will commence on the initial date of the first Program Term (the "Start Date"). EAB will invoice Organization in advance of Services and payment is due within 30 days of the invoice date. Any One-Time Fees will be invoiced at 100% with the Program Fees on the initial invoice of each Year of this Agreement as outlined below.

All Program Fees for the first Year will be billed and due within 30 days of the signature of this Agreement or Start Date, whichever is later. In subsequent years, all Program Fees will be billed and due on or before the start of each Year.

Each party represents and warrants to the other that the individual signing below on its behalf is authorized to enter into this Agreement and bind such party. The parties agree and acknowledge that any purchase order or other document subsequently provided by Organization with respect to the Programs above that contain additional, conflicting, or different term and condition or otherwise would amend, modify, or supplement this Agreement are unenforceable and shall be deemed null and void.

Please sign this Program Order Form and return it to Matthew Ingram mingram@eab.com to initiate your participation in the Program(s) no later than 4/15/2024 (after which fees and terms set forth above are subject to change).

EAB Global, Inc.:

Signature: *Alyssa M. Franklin*
Name: Alyssa Franklin
Title: Executive Director
Date: 4/9/2024

Florida Agricultural and Mechanical University:

Signature: _____
Name: Larry Robinson, President
Title: _____
Date: April , 2024

OPTIONAL FOR BILLING PURPOSES ONLY

Invoices should be sent by EAB to this Email Address: _____
Billing Contact Name: _____
Billing Contact Email Address: _____
Billing Contact Phone: _____
Purchase Order No. (if applicable): _____

Approved as to form and legal sufficiency.

David G. Smith 04/13/2024
Associate General Counsel Date
Florida A&M University

FLORIDA  UNIVERSITY
Board of Trustees
ACTION ITEM

Budget, Finance and Facilities Report

Wednesday, May 29, 2024

Agenda Item: VIII(a)(b)

Subject: Medical Marijuana Education and Research Initiative (MMERI) Education Campaign

Rationale/Summary: Section 381.986, Florida Statutes (F.S.), entrusted Florida Agricultural and Mechanical University (FAMU) to educate, inform and engage Florida’s multicultural and multigenerational populations about medical marijuana and the impact of the unlawful use of marijuana.

Following this Legislative mandate and Florida procurement laws, MMERI successfully completed a competitive solicitation via Request for Proposal (RFP) NO. 0002-2022 through the FAMU Office of Procurement for the following, which relate to recommended action items and presented attachments:

- iHeartMedia (Customized Multilingual Multimedia Outreach Campaign/Activities; Community Engagement Outreach and Education through Street Teams; Special Events Multimedia Outreach; Statewide Podcast Broadcasting; Statewide Radio Broadcasts and Education Outreach; and, Graphic Design of Event Marketing Materials); and,
- Upscale Events by Mosaic, Inc. (Non-Profit Community Outreach Engagement)

The contract amendments require pre-approval by the University Board of Trustees as each contract amendment exceeds the \$1 million authorization of the President.

Recommendation: Faculty and staff request the Board of Trustees’ approval of the following, contingent upon continued funding appropriation by the Florida Legislature and satisfactory performance of the Contractor:

1. Approve execution of contract amendment for iHeartMedia. For each Fiscal Year 2024/25 and Fiscal Year 2025/26 this amendment requests funding of \$4,085,764 per year. This is the same funding amount as last fiscal year. Funds will be used for Statewide Education Campaign, Media Advertising and Consulting Services.
2. Approve execution of contract amendment for Upscale Events by Mosaic, Inc. For each Fiscal Year 2024/25 and Fiscal Year 2025/26 this amendment requests funding of \$1,700,000 per year. This is the same funding amount as last fiscal year. Funds will be used for Statewide Education Campaign Services and Partnerships with eligible State University System Institutions and non-profit organizations serving multicultural populations such as Black or African American, Hispanic, Asian, American Indian, etc.

Attachments: Yes

1. Contract Amendment for iHeartMedia
2. Contract Amendment for Upscale Events by Mosaic, Inc.

AMENDMENT III
To the Contract iHeartMedia Contract #C-0210-22 for
Media Advertising and Consulting Services

BETWEEN

iHeartMedia Contract #C-0210-22
(Hereinafter referred to as, "CONTRACTOR")

AND

FLORIDA AGRICULTURAL AND MECHANICAL UNIVERSITY
Acting for and on behalf of the Board of Trustees,
A public body corporate of the State of Florida
(Hereinafter referred to as, "UNIVERSITY")

WHEREAS, CONTRACTOR and UNIVERSITY entered into the Original Agreement with an effective term beginning November 1, 2021, and ending June 30, 2024 (the "Agreement").

WHEREAS, CONTRACTOR, and UNIVERSITY hereby mutually desire to extend the end date of this competitively procured agreement from June 30, 2024, to June 30, 2026. For each Fiscal Year 2024/25 and Fiscal Year 2025/26 this amendment requests funding of \$4,085,764. This is the same funding amount as last fiscal year. Funding is contingent upon continued funding appropriation by the Florida Legislature and satisfactory performance of the Contractor.

WHEREAS, CONTRACTOR, and UNIVERSITY also hereby mutually desire to amend the scope of services to incorporate additional language to specify that the priority of services needed will be at the University's discretion and based on available funding.

NOW, THEREFORE, in consideration of the promises herein contained and for other good and valuable consideration, the parties hereto agree as follows:

A. GENERAL

The contractor agrees to perform such professional services, with professional care and skill customarily provided in the performance of such services as set forth in this Agreement, and University to pay the Contractor such amounts as are specified in this Agreement.

B. CONTRACT TERM AND RENEWAL AGREEMENT

In accordance with Section 6.005(14)(a)10 of the University Regulation, the parties agree to amend the Agreement period now ending June 30, 2026, with the option to renew should both parties agree in writing.

This Agreement shall be multiyear in nature and is designed to cover services as set forth in this Agreement. In accordance with Section 6.005(14)(a)9 of the University Regulation, the State of Florida's and University's performance and obligation to pay under this contract is contingent upon an annual appropriation by the Legislature.

C. CONDITIONS

All terms and conditions set forth in the Original Agreement except as Amended shall remain in full force and effect.

D. SCOPE and BUDGET

The University and Contractor agree to the following additional services and fees as outlined in **Attachment A**.

IN WITNESS WHEREOF, the authorized representatives of the parties have executed this Agreement

INSTITUTION:

CONTRACTOR:

**Florida A &M University
Board of Trustees**

**iHeartMedia
Contract #C-0210-22**

Larry Robinson, Ph.D.

Mark McCauley

President

Area President

Approved as to form and Legality

University Attorney

**Attachment A
Scope of Services**

Attachment A -The Scope of Service is hereby amended to extend the agreement end date to June 30, 2026
Schedule of Deliverables

<p>Average Total Payment Amount for services provided under this contract for fiscal year (FY) 2024-25: \$4,085,764 Average Total Payment Amount for services provided under this contract for fiscal year (FY) 2025-26: \$4,085,764 Reimbursements under this Agreement for travel cannot exceed \$0 Payment Method: Check or Direct Deposit Frequency of Invoicing: Monthly invoicing following review and acceptance of deliverables</p> <p><i>FAMU Regulation 6.005 (14)(a)(5)(6) require contracts to include</i> -A provision dividing the contract into units of deliverables, which shall include, but not be limited to, reports, findings and drafts, that must be received and accepted in writing by the contract manager prior to payment; -A provision specifying the criteria and the final date by which such criteria must be met for completion of the contract.</p>				
Estimated Deliverable Due Date	Reporting Period	Deliverables (These deliverables must be approved in writing by the FAMU Contract Manager or Designee prior to payment to the Provider).	Payment Amount for Deliverable Received	Financial Consequences that will be applied if Deliverables are not received and accepted in writing by the Contract Manager or Designee.
The 15th of each month following the reporting month of service	FY24/25 Monthly, July 2024 through June 2025 [total of 12 consecutive months]	<p>As directed by FAMU MMERI, Vendor shall collaborate with MMERI's partners across the state to execute/implement education partnerships, community events and outreach activities to promote and foster MMERI's Legislative mandate.</p> <p>a) Broadcasting of MMERI programming at activities such as Florida Based Festivals, Concerts and Highly Publicized Theme Events across 11 major media markets</p> <ol style="list-style-type: none"> 1. FAMU MMERI programming will be promoted and broadcast as described in the scope of services 'manner of service provision <ol style="list-style-type: none"> a. On-Air Campaign b. Digital Campaign c. Collateral b) Daily Podcast Broadcasting of MMERI Education messaging (MMERI Moments) through channels which include but are not limited to: <ol style="list-style-type: none"> 1. The Breakfast Club 2. Enrique Santos show and other major programs targeting Florida's minorities c) Targeted Street Team Community Engagement (includes the creation, production and distribution of flyers & handouts in English and Spanish as directed by MMERI Team to foster outreach in hard-to-reach places, minority neighborhoods and populations across Florida (Minimum monthly distribution of 100,000 flyers/handouts d) Text Messaging Blast Campaign- at least 300,000 texts monthly e) Statewide database Email Marketing (English & Spanish)- at least 275,000 monthly f) E-Newsletter blasts (Radio Stations Specific/Driven) (at least 200,000) g) Graphics Creation, Production and/or Modification h) Weekly strategic coordination and distribution of produced content (audio/video/scripts/graphics) to all MMERI partners in Radio, TV and Websites as directed by MMERI Team i) Statewide Targeted Digital Campaign <ol style="list-style-type: none"> 1. Audience Targeting 2. Location-Based In-App Video Marketing 3. Search-Based Display 4. Social (FB, IG, Snapchat & Twitter) 5. OTT 6. YouTube 7. iHeartRadio Custom Playlist& Widget - @ Added value 8. Shopper Suite 9. Search Engine Optimization (SEO) 10. Statewide Search Engine Marketing (SEM) -Google Ads 11. iHeartRadio Streaming j) Statewide Radio Broadcasts and Education Outreach across 11 major Media Markets 	<p>Average monthly amount of \$340,480.33</p> <p>(FY24/25 Total = \$4,085,764)</p> <p><i>*Resulting purchase order(s) and subsequent renewals shall be contingent upon continued funding appropriation by the Florida Legislature and satisfactory performance of the Contractor</i></p>	<p>The University reserves the right to withhold payment (partially or in full) to contractor If services provided are not satisfactory and/or deliverables are not deemed acceptable</p>

		<ol style="list-style-type: none"> 1. Tallahassee; Miami; Orlando; Melbourne; Tampa; Jacksonville; Punta Gorda; Ft Myers Panama City; West Palm; Sarasota k) Design of Event Outreach Marketing Materials and Custom Sweepstakes Outreach/Promotions l) Video Production/Editing and Content Translation <ol style="list-style-type: none"> 1. Video Production - 30min or less, 15 videos per month 2. (Audio production from Videos = Added Value) 3. Creole or Spanish Video/Audio translation - 30min or less, 16 per month m) Television Marketing and Advertising to foster education and local community outreach n) Translation of MMERI Outreach and Train-the-Trainer Print Materials. This includes translations during the month for the various newspaper and print materials, targeted advertisements distributed and broadcast through the various multimedia platforms in support of MMERI's mandate (In addition to Spanish and Creole, Vendor may occasionally provide translations in Mandarin and/or French as an added value) o) Collaborative roles and responsibilities <ol style="list-style-type: none"> 1. Identify and coordinate engagement with other MMERI partners and relevant stakeholders 2. Coordinate media activities with MMERI partners 3. Produce and/or deliver program materials requested by project partners 4. Collaborate with MMERI partners 5. Coordinate activities with MMERI p) Provide interactive (English & Spanish), ADA compliant capacity website buildout, design, development, data analytics and social media/multi-platform integration services as directed by the MMERI team, to also include: <ol style="list-style-type: none"> 1. Hosting, operations and maintenance 2. Program content/activity updates 3. Updates for access 4. Social media and multi-platform integration and/or interactive updates 5. Data analytics and reporting q) Collaborate with the MMERI team regarding recruitment, outreach and communications plan activities r) Secure advertising placements in physical locations, such as, mass transit, bench ads, billboards, as approved by FAMU MMERI. s) Data Collection, Analysis and Reporting <ol style="list-style-type: none"> 1. Prepare and submit monthly summative reports and supporting documentation for services rendered, activities conducted 2. Work with MMERI and its partners on assessments and the collection of campaign data <p><i>The Vendor shall deliver an average minimum monthly reach/impression of 9.5 million</i></p> <p>Priority of services needed will be at MMERI's discretion and based on available funding.</p>		
<p>The 15th of each month following the reporting month of service</p>	<p>FY25/26 Monthly, July 2025 through June 2026 [total of 12 consecutive months]</p>	<p>As directed by FAMU MMERI, Vendor shall collaborate with MMERI's partners across the state to execute/implement education partnerships, community events and outreach activities to promote and foster MMERI's Legislative mandate.</p> <ol style="list-style-type: none"> a) Broadcasting of MMERI programming at activities such as Florida Based Festivals, Concerts and Highly Publicized Theme Events across 11 major media markets <ol style="list-style-type: none"> 1. FAMU MMERI programming will be promoted and broadcast as described in the scope of services 'manner of service provision <ol style="list-style-type: none"> a. On-Air Campaign b. Digital Campaign c. Collateral b) Daily Podcast Broadcasting of MMERI Education messaging (MMERI Moments) through channels which include but are not limited to: 	<p>Average monthly amount of \$340,480.33 (FY25/26 Total = \$4,085,764) <i>*Resulting purchase order(s) and subsequent renewals shall be contingent upon continued funding appropriation by the Florida Legislature and satisfactory</i></p>	<p>The University reserves the right to withhold payment (partially or in full) to contractor If services provided are not satisfactory and/or deliverables are not deemed acceptable</p>

		<ol style="list-style-type: none"> 1. The Breakfast Club 2. Enrique Santos show and other major programs targeting Florida's minorities <p>c) Targeted Street Team Community Engagement (includes the creation, production and distribution of flyers & handouts in English and Spanish as directed by MMERI Team to foster outreach in hard-to-reach places, minority neighborhoods and populations across Florida (Minimum monthly distribution of 100,000 flyers/handouts</p> <p>d) Text Messaging Blast Campaign- at least 300,000 texts monthly</p> <p>e) Statewide database Email Marketing (English & Spanish)- at least 275,000 monthly</p> <p>f) E-Newsletter blasts (Radio Stations Specific/Driven) (at least 200,000)</p> <p>g) Graphics Creation, Production and/or Modification</p> <p>h) Weekly strategic coordination and distribution of produced content (audio/video/scripts/graphics) to all MMERI partners in Radio, TV and Websites as directed by MMERI Team</p> <p>i) Statewide Targeted Digital Campaign</p> <ol style="list-style-type: none"> 1. Audience Targeting 2. Location-Based In-App Video Marketing 3. Search-Based Display 4. Social (FB, IG, Snapchat & Twitter) 5. OTT 6. YouTube 7. iHeartRadio Custom Playlist& Widget - @ Added value 8. Shopper Suite 9. Search Engine Optimization (SEO) 10. Statewide Search Engine Marketing (SEM) -Google Ads 11. iHeartRadio Streaming <p>j) Statewide Radio Broadcasts and Education Outreach across 11 major Media Markets</p> <ol style="list-style-type: none"> 1. Tallahassee; Miami; Orlando; Melbourne; Tampa; Jacksonville; Punta Gorda; Ft Myers Panama City; West Palm; Sarasota <p>k) Design of Event Outreach Marketing Materials and Custom Sweepstakes Outreach/Promotions</p> <p>l) Video Production/Editing and Content Translation</p> <ol style="list-style-type: none"> 1. Video Production - 30min or less, 15 videos per month 2. (Audio production from Videos = Added Value) 3. Creole or Spanish Video/Audio translation - 30min or less, 16 per month <p>m) Television Marketing and Advertising to foster education and local community outreach</p> <p>n) Translation of MMERI Outreach and Train-the-Trainer Print Materials. This includes translations during the month for the various newspaper and print materials, targeted advertisements distributed and broadcast through the various multimedia platforms in support of MMERI's mandate (In addition to Spanish and Creole, Vendor may occasionally provide translations in Mandarin and/or French as an added value)</p> <p>o) Collaborative roles and responsibilities</p> <ol style="list-style-type: none"> 1. Identify and coordinate engagement with other MMERI partners and relevant stakeholders 2. Coordinate media activities with MMERI partners 3. Produce and/or deliver program materials requested by project partners 4. Collaborate with MMERI partners 5. Coordinate activities with MMERI <p>p) Provide interactive (English & Spanish), ADA compliant capacity website buildout, design, development, data analytics and social media/multi-platform integration services as directed by the MMERI team, to also include:</p> <ol style="list-style-type: none"> 1. Hosting, operations and maintenance 2. Program content/activity updates 3. Updates for access 4. Social media and multi-platform integration and/or interactive updates 5. Data analytics and reporting <p>q) Collaborate with the MMERI team regarding recruitment, outreach and communications plan activities</p>	<p><i>performance of the Contractor</i></p>	
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		<p>r) Secure advertising placements in physical locations, such as, mass transit, bench ads, billboards, as approved by FAMU MMERI.</p> <p>s) Data Collection, Analysis and Reporting</p> <ol style="list-style-type: none"> 1. Prepare and submit monthly summative reports and supporting documentation for services rendered, activities conducted 2. Work with MMERI and its partners on assessments and the collection of campaign data <p><i>The Vendor shall deliver an average minimum monthly reach/impression of 9.5 million</i></p> <p>Priority of services needed will be at MMERI's discretion and based on available funding.</p>		
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AMENDMENT IV
To the Contract Upscale Events by Mosaic, Inc. Contract #C-0297-22 (RFP 0002-2022) for
Non-Profit Community Outreach Engagement

BETWEEN

Contract Upscale Events by Mosaic, Inc. Contract #C-0297-22 (RFP 0002-2022)
(Hereinafter referred to as, "CONTRACTOR")

AND

FLORIDA AGRICULTURAL AND MECHANICAL UNIVERSITY
Acting for and on behalf of the Board of Trustees,
A public body corporate of the State of Florida
(Hereinafter referred to as, "UNIVERSITY")

WHEREAS, CONTRACTOR and UNIVERSITY entered into the Original Agreement with an effective term beginning January 10, 2022, and ending June 30, 2024 (the "Agreement").

WHEREAS, CONTRACTOR, and UNIVERSITY hereby mutually desire to extend the end date of this competitively procured agreement from June 30, 2024, to June 30, 2026. For each Fiscal Year 2024/25 and Fiscal Year 2025/26 this amendment requests funding of \$1,700,000. This is the same funding amount as last fiscal year. Funding is contingent upon continued funding appropriation by the Florida Legislature and satisfactory performance of the Contractor.

WHEREAS, CONTRACTOR, and UNIVERSITY also hereby mutually desire to amend the Scope of Services to incorporate additional deliverable(s) as follows: Non-Profit Community Engagement category, Item 8. Facilitate effective community engagement through collaborative research, assessment and analysis of materials, collaterals and messaging to enhance community engagement; and Train-the-Trainer Education and/or Community Events Outreach category, Item 5. Assess education and community outreach efforts through research, assessment and analysis of materials, collaterals and messaging to enhance education services; and to incorporate additional language to specify that the priority of services needed will be at the University's discretion and based on available funding.

NOW, THEREFORE, in consideration of the promises herein contained and for other good and valuable consideration, the parties hereto agree as follows:

A. GENERAL

The Contractor agrees to perform such professional services, with professional care and skill customarily provided in the performance of such services as set forth in this Agreement, and University to pay the Contractor such amounts as are specified in this Agreement.

B. CONTRACT TERM AND RENEWAL AGREEMENT

In accordance with Section 6.005(14)(a)10 of the University Regulation, the parties agree to amend the Agreement period now ending June 30, 2026, with the option to renew should both parties agree in writing.

This Agreement shall be multiyear in nature and is designed to cover services as set forth in this Agreement. In accordance with Section 6.005(14)(a)9 of the University Regulation, the State of Florida's and University's

performance and obligation to pay under this contract is contingent upon an annual appropriation by the Legislature.

C. CONDITIONS

All terms and conditions set forth in the Original Agreement except as Amended shall remain in full force and effect.

D. SCOPE and BUDGET

The University and Contractor agree to the following additional services and fees as outlined in **Attachment A**.

IN WITNESS WHEREOF, the authorized representatives of the parties have executed this Agreement

INSTITUTION:

**Florida A & M University
Board of Trustees**

Larry Robinson, Ph.D.
President

CONTRACTOR:

**Upscale Events by Mosaic, Inc.
Contract #C-0297-22**

Ann Marie Sorrell
President & CEO

Approved as to form and Legality

University Attorney

**Attachment A
Scope of Services**

Attachment A -The Scope of Service is hereby amended to extend the agreement end date to June 30, 2026
Schedule of Deliverables

<p>Average Total Payment Amount for services provided under this contract for fiscal year (FY) 2024-25: \$1,700,000 Average Total Payment Amount for services provided under this contract for fiscal year (FY) 2025-26: \$1,700,000 Reimbursements under this Agreement for travel cannot exceed \$0 Payment Method: Check or Direct Deposit Frequency of Invoicing: Monthly invoicing following review and acceptance of deliverables</p> <p><i>FAMU Regulation 6.005 (14)(a)(5)(6) require contracts to include</i> -A provision dividing the contract into units of deliverables, which shall include, but not be limited to, reports, findings and drafts, that must be received and accepted in writing by the contract manager prior to payment; -A provision specifying the criteria and the final date by which such criteria must be met for completion of the contract.</p>				
Estimated Deliverable Due Date	Reporting Period	Deliverables (These deliverables must be approved in writing by the FAMU Contract Manager or Designee prior to payment to the Provider).	Payment Amount for Deliverable Received	Financial Consequences that will be applied if Deliverables are not received and accepted in writing by the Contract Manager or Designee.
The 15th of each month following the reporting month of service	FY24/25 Monthly, July 2024 through June 2025 [total of 12 consecutive months]	<p>Provider shall execute and perform tasks under this agreement in the time and manner specified in sections 2, 3 and 4 of the scope of services – including but not limited to the following Non-Profit Community Outreach Engagement Strategies:</p> <p>Non-Profit Community Engagement:</p> <ol style="list-style-type: none"> Collaborate with FAMU MMERI in the recruitment and management of partnerships of a broad range of eligible Florida-based, non-profit organizations serving Black or African American, Hispanic, Asian, American Indian and other minority populations, to include organizations, such as, the Epilepsy Foundation/Associations; HIV Aids Organizations, Cancer Organizations; Organizations that serve statutorily approved medical marijuana disease conditions; Mental health and Substance Abuse Organizations; Organizations that promote Public Health Prevention and Selfcare; Community Action Agencies; Criminal Justice and Related Organizations; Florida Educational Consortium; Civic Organizations serving diverse minority populations; Health Education Organizations; State University System (SUS) institutions; and, Florida College System (FCS) institutions in the fulfillment of MMERI’s program mandate Work with the MMERI team and partners to ensure eligible organizations and institutions have robust operating infrastructures to reach desired demographics, populations and communities in rural and/or urban areas Collaborate with the MMERI Team in the development, streamlining and implementation of processes and protocols to facilitate the recruitment and funding awards to eligible non-profit community-based organizations and SUS/FCS institutions to promote education outreach partnerships on the medical and unlawful use of marijuana among Florida’s minority groups and diverse populations Provide project management services to ensure operational success Develop and manage implementation efforts. Manage recruitment, outreach and communications plan activities Manage ongoing operations, training and partnerships Facilitate effective community engagement through collaborative research, assessment and analysis of materials, collaterals and messaging to enhance community engagement <p>Train-the-Trainer Education and/or Community Events Outreach:</p> <ol style="list-style-type: none"> Recruitment of trainers and completion of comprehensive training for each new recruited trainee/outreach coordinator (including bi-lingual or multi-lingual trainers - e.g. Spanish, Haitian creole, Mandarin, Arabic, etc.) 	<p>Average monthly amount of \$141,667</p> <p><i>*Resulting purchase order(s) and subsequent renewals shall be contingent upon continued funding appropriation by the Florida Legislature and satisfactory performance of the Contractor</i></p>	The University reserves the right to withhold payment (partially or in full) to Contractor If services provided are not satisfactory and/or deliverables are not deemed acceptable

		<ol style="list-style-type: none"> 2. Conducting classes and community education outreach sessions and events in rural and urban areas across the state to educate Florida's minority communities about marijuana for medical use and the impact of unlawful use of marijuana on minority communities 3. Collaborate with MMERI Team and partners across the state to execute and implement education partnerships, community events and outreach activities 4. Provider shall provide a monthly report to include the following: <ol style="list-style-type: none"> a) Number of workshops, training sessions, community events, or activities conducted or attended to reach diverse populations with MMERI messaging b) Number of participants/individuals reached during the reporting period c) List of participants with contact information (for formal/in-class style training events) d) Train the Trainer curriculum or resources utilized e) Educational materials distributed f) Number of surveys completed g) Actual training or outreach event dates and times, medium (online or in-person), duration, and geographic area h) A breakdown of participant demographics (include an estimation for community events too large to count) i) Provide a list and contact information on collaborations and outreach partners during the reporting period 5. Assess education and community outreach efforts through research, assessment and analysis of materials, collaterals and messaging to enhance education services <p>As directed by FAMU MMERI, Vendor shall collaborate with MMERI's partners across the state to execute/implement education partnerships, community events and outreach activities to promote and foster MMERI's Legislative mandate.</p> <p>Priority of services needed will be at MMERI's discretion and based on available funding.</p>		
<p>The 15th of each month following the reporting month of service</p>	<p>FY25/26</p> <p>Monthly, July 2025 through June 2026</p> <p>[total of 12 consecutive months]</p>	<p>Provider shall execute and perform tasks under this agreement in the time and manner specified in sections 2, 3 and 4 of the scope of services – including but not limited to the following Non-Profit Community Outreach Engagement Strategies:</p> <p>Non-Profit Community Engagement:</p> <ol style="list-style-type: none"> 1. Collaborate with FAMU MMERI in the recruitment and management of partnerships of a broad range of eligible Florida-based, non-profit organizations serving Black or African American, Hispanic, Asian, American Indian and other minority populations, to include organizations, such as, the Epilepsy Foundation/Associations; HIV Aids Organizations, Cancer Organizations; Organizations that serve statutorily approved medical marijuana disease conditions; Mental health and Substance Abuse Organizations; Organizations that promote Public Health Prevention and Selfcare; Community Action Agencies; Criminal Justice and Related Organizations; Florida Educational Consortium; Civic Organizations serving diverse minority populations; Health Education Organizations; State University System (SUS) institutions; and, Florida College System (FCS) institutions in the fulfillment of MMERI's program mandate 2. Work with the MMERI team and partners to ensure eligible organizations and institutions have robust operating infrastructures to reach desired demographics, populations and communities in rural and/or urban areas 3. Collaborate with the MMERI Team in the development, streamlining and implementation of processes and protocols to facilitate the recruitment and funding awards to eligible non-profit community-based organizations and SUS/FCS institutions to promote education outreach partnerships on the medical and unlawful use of marijuana among Florida's minority groups and diverse populations 	<p>Average monthly amount of \$141,667</p> <p><i>*Resulting purchase order(s) and subsequent renewals shall be contingent upon continued funding appropriation by the Florida Legislature and satisfactory performance of the Contractor</i></p>	<p>The University reserves the right to withhold payment (partially or in full) to Contractor If services provided are not satisfactory and/or deliverables are not deemed acceptable</p>

		<ol style="list-style-type: none"> 4. Provide project management services to ensure operational success 5. Develop and manage implementation efforts. 6. Manage recruitment, outreach and communications plan activities 7. Manage ongoing operations, training and partnerships 8. Facilitate effective community engagement through collaborative research, assessment and analysis of materials, collaterals and messaging to enhance community engagement <p>Train-the-Trainer Education and/or Community Events</p> <p>Outreach:</p> <ol style="list-style-type: none"> 1. Recruitment of trainers and completion of comprehensive training for each new recruited trainee/outreach coordinator (including bi-lingual or multi-lingual trainers - e.g. Spanish, Haitian creole, Mandarin, Arabic, etc.) 2. Conducting classes and community education outreach sessions and events in rural and urban areas across the state to educate Florida’s minority communities about marijuana for medical use and the impact of unlawful use of marijuana on minority communities 3. Collaborate with MMERI Team and partners across the state to execute and implement education partnerships, community events and outreach activities 4. Provider shall provide a monthly report to include the following: <ol style="list-style-type: none"> a) Number of workshops, training sessions, community events, or activities conducted or attended to reach diverse populations with MMERI messaging b) Number of participants/individuals reached during the reporting period c) List of participants with contact information (for formal/in-class style training events) d) Train the Trainer curriculum or resources utilized e) Educational materials distributed f) Number of surveys completed g) Actual training or outreach event dates and times, medium (online or in-person), duration, and geographic area h) A breakdown of participant demographics (include an estimation for community events too large to count) i) Provide a list and contact information on collaborations and outreach partners during the reporting period 5. Assess education and community outreach efforts through research, assessment and analysis of materials, collaterals and messaging to enhance education services <p>As directed by FAMU MMERI, Vendor shall collaborate with MMERI’s partners across the state to execute/implement education partnerships, community events and outreach activities to promote and foster MMERI’s Legislative mandate.</p> <p>Priority of services needed will be at MMERI’s discretion and based on available funding.</p>		
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Contracts over \$100,000 for August 2023 – April 2024

1. B&T FENCING 23-24

Contract #: C-0152-24

Contract Start Date: August 29, 2023

Contract Expiration Date: May 10, 2024

Contract Amount: This amount will not exceed \$500,000.00 over the term of the contract.

This contractor will provide all labor and materials for Fencing and related products

Funding: Facilities Planning and Construction, VP Kendall Jones

2. Creston (Signal House 2024)

Contract #: C-0372-24

Contract Start Date: January 10, 2024

Contract Expiration Date: September 20, 2024

Contract Amount: This amount will not exceed \$2,000,000.00 over the term of the contract.

This contractor will provide Audio Visual Equipment and Accessories

Funding: ITS, VP Robert Seniors

3. Data Set Ready 2024-2025

Contract #: C-0371-24

Contract Start Date: January 5, 2024

Contract Expiration Date: December 2, 2025

Contract Amount: This amount will not exceed \$10,000,000.00 over the term of the contract.

This contractor will provide telecommunication infrastructure project services.

Funding: ITS, VP Roberts Seniors

4. EduNav

Contract #: C-01444-2

Contract Start Date: August 15, 2023

Contract Expiration Date: August 14, 2026

Contract Amount: This amount will not exceed \$521,200.00 over the term of the contract.

This contractor will provide Smartplan, Insights and summit modules for freshman studies

Funding: Undergraduate Academics and Freshman Studies, Ms. Jennifer Collins

5. Flyte Digital Marketing RFP 0002-2024 Capital Campaign

Contract #: C-0235-24

Contract Start Date: November 15, 2023

Contract Expiration Date: June 30, 2024

Contract Amount: This amount will not exceed \$209,000.00 over the term of the contract.

This contractor will provide FAMU with Digital Marketing services;

Funding: Public Health, Ms. Kellie O'Dare

6. Hanover Research Council LLC. Professional Service Agreement

Contract #: C-0763-23

Contract Start Date: August 1, 2023

Contract Expiration Date: July 31, 2026

Contract Amount: This amount will not exceed \$330,000.00 over the term of the contract.

This contractor will provide research for grant academy and consulting service.

Funding: College of Agriculture and Food Sciences, Mr. G. Dale Wesson

7. IMEG Consultants (MP2023)

Contract #: C-0331-24

Contract Start Date: December 11, 2023

Contract Expiration Date: June 30, 2024

Contract Amount: This amount will not exceed \$875,000.00 over the term of the contract.

The contractor will provide annual continuing professional services; continuing contractual services for minor projects

Funding: Facilities Planning and Construction, VP Kendall Jones

8. Lexis Nexis

Contract #: C-0761-23

Contract Start Date: September 1, 2023

Contract Expiration Date: August 31, 2026

Contract Amount: This amount will not exceed \$187,914.00 over the term of the contract.

This contractor will provide multi-year Digital eBooks for College of Law

Funding: College of Law, Contact Reginald Green

9. Manheim Security Solutions Professional Service Agreement

Contract #: C-0170-24

Contract Start Date: September 28, 2023

Contract Expiration Date: September 1, 2024

Contract Amount: This amount will not exceed \$157,382.40 over the term of the contract.

This contractor will provide additional security services to assist with coverage of students and staff at the Rattle Point apartments.

Funding: Student Affairs, VP Dr. William Hudson, Jr.

10. Mission Critical Systems (23 to 24) LLC. 7x24 Service Level Software Agreement (Renewal)

Contract #: C-0427-23

Contract Start Date: January 10, 2024

Contract Expiration Date: January 5, 2025

Contract Amount: This renewal amount that will not exceed \$147,534.40 over the term of the contract.

This contractor will provide critical care and technical support for ITS projects

Funding: ITS, VP Robert Seniors

11. Parker Executive Search

Contract #: C-0172-24

Contract Start Date: September 18, 2023

Contract Expiration Date: June 30, 2024

Contract Amount: This amount will not exceed \$360,000.00 over the term of the contract.

This contractor will provide executive committee searches for qualified candidates

Funding: Academic Affairs, Contact, Ms. Valeria Singleton

12. Play & Park Structures

Contract #: C-0197-24

Contract Start Date: October 2, 2023

Contract Expiration Date: April 30, 2025

Contract Amount: This amount will not exceed \$250,000 over the term of the contract.

This contractor will provide Playground systems, installation, services, and related items

Funding: Facilities Planning and Construction, VP Kendall Jones

13. Presidio (Spring 2024-2026)

Contract #: C-0370-24

Contract Start Date: January 10, 2024

Contract Expiration Date: September 15, 2026

Contract Amount: This amount will not exceed \$13,000,000 over the term of the contract.

This contractor will provide data communication products and services

Funding: ITS, VP Robert Seniors

14. Roth IAMS (FY 23)

Contract #: C-0328-24

Contract Start Date: January 1, 2024

Contract Expiration Date: March 24, 2025

Contract Amount: This amount will not exceed \$700,000 over the term of the contract.

This contractor will provide facility assessment and planning services.

Funding: Facilities Planning and Construction, VP Kendall Jones

15. Spectra Engineering & Research Inc. (Piggyback)

Contract #: C-0281-24

Contract Start Date: December 12, 2023

Contract Expiration Date: October 31, 2024

Contract Amount: This amount will not exceed \$875,000 over the term of the contract.

This contractor will provide continuing supplies for civil engineering projects

Funding: Facilities Planning and Construction, VP Kendall Jones

16. The Shoe Box (5yr agreement)

Contract #: C-0315-24

Contract Start Date: November 21, 2023

Contract Expiration Date: September 24, 2028

Contract Amount: This amount will not exceed \$875,000 over the term of the contract.

This contractor will provide Clothing Purchase, Rental, and Cleaning.

Funding: Facilities Planning and Construction, VP Kendall Jones

17. UnitedHealthCare Insurance 23/24

Contract #: C-0289-24

Contract Start Date: August 15, 2023

Contract Expiration Date: August 14, 2024

Contract Amount: This amount will not exceed \$3,000,000 over the term of the contract.

This contractor will provide student healthcare plans

Funding: Student Health Services, Contact: Ms. Tanya Tatum

18. Votum Construction (Renewal)

Contract #: C-0327-24

Contract Start Date: January 3, 2024

Contract Expiration Date: November 3, 2024

Contract Amount: This renewal amount will not exceed \$159,370 over the term of the contract.

This contractor will provide general contractor-construction services-continuing contractual services.

Funding: Facilities Planning and Construction, VP Kendall Jones

19. FAMU (Academic Affairs) & Academic Analytics, LLC Master License Agreement

Contract #: C-0147-24

Contract Start Date: September 6, 2023

Contract Expiration Date: September 30, 2026

Contract Amount: This renewal amount will not exceed \$616,140 over the term of the contract.

This contractor will provide critical database platforms for faculty and student research insight 2.0

Funding: Academic Affairs, Provost Allyson Watson

20. Affiliated Engineers, Inc.

Contract #: C-0199-24

Contract Start Date: October 2, 2023

Contract Expiration Date: September 18, 2026

Contract Amount: This renewal amount will not exceed \$616,140 over the term of the contract.

This contractor will provide general contractor-construction services-continuing contractual services.

Funding: Facilities Planning and Construction, VP Kendall Jones

21. Green Air Environmental (Piggyback)

Contract #: C-0278-24

Contract Start Date: November 3, 2023

Contract Expiration Date: July 12, 2025

Contract Amount: This renewal amount will not exceed \$108,000 over the term of the contract.

This contractor will provide general contractor-construction services-continuing contractual services.

Funding: Facilities Planning and Construction, VP Kendall Jones

22. W.W. Gay Mechanical (Piggyback)

Contract #: C-0313-24

Contract Start Date: November 29, 2023

Contract Expiration Date: August 31, 2026

Contract Amount: This renewal amount will not exceed \$500,000 over the term of the contract.

This contractor will provide general contractor-construction services-continuing contractual services.

Funding: Facilities Planning and Construction, VP Kendall Jones

23. Instructure (FY23/24)

Contract #: C-0349-24

Contract Start Date: December 7, 2023

Contract Expiration Date: June 30, 2024

Contract Amount: This renewal amount will not exceed \$212,500 over the term of the contract.

This contractor will provide general hosting, maintenance and technology support

Funding: ITS, VP Robert Seniors

24. Chen Moore and Associates (Piggyback)

Contract #: C-0333-24

Contract Start Date: December 11, 2023

Contract Expiration Date: June 30, 2024

Contract Amount: This renewal amount will not exceed \$500,000 over the term of the contract.

This contractor will provide general engineering continuing contractual services

Funding: Facilities Planning and Construction, VP Kendall Jones

25. Bond Filter (Piggyback)

Contract #: C-0352-24

Contract Start Date: January 19, 2024

Contract Expiration Date: May 19, 2028

Contract Amount: This renewal amount will not exceed \$942,924.72 over the term of the contract.

This contractor will provide HVAC Filters Full Service

Funding: Facilities Planning and Construction, VP Kendall Jones

26. Deere & Company (Piggyback)

Contract #: C-0352-24

Contract Start Date: February 16, 2024

Contract Expiration Date: December 31, 2026

Contract Amount: This renewal amount will not exceed \$875,000 over the term of the contract.

This contractor will provide Lawn equipment

Funding: Facilities Planning and Construction, VP Kendall Jones

27. Hunt Optics

Contract #: C-0352-24

Contract Start Date: March 5, 2024

Contract Expiration Date: December 31, 2026

Contract Amount: This renewal amount will not exceed \$942,924.72 over the term of the contract.

This contractor will provide microscopes and imaging equipment

Funding: Pharmacy, Contact: Tracy Womble

28. Williams Scotsman, Inc.

Contract #: C-0519-24

Contract Start Date: March 11, 2024

Contract Expiration Date: September 30, 2025

Contract Amount: This renewal amount will not exceed \$750,000 over the term of the contract.

This contractor will provide modular buildings, portable storage and relocatable walkways

Funding: Facilities Planning and Construction, VP Kendall Jones

29. Dynamic Ceramic

Contract #: C-0519-24

Contract Start Date: March 11, 2024

Contract Expiration Date: September 30, 2025

Contract Amount: This renewal amount will not exceed \$1,400,777 over the term of the contract.

This contractor will provide all labor and materials for removing and replacing the existing floors at Polkinghorne Village building

Funding: Facilities Planning and Construction, VP Kendall Jones

30. GallagherCore360 CyberSecurity Insurance

Contract #: C-0527-24

Contract Start Date: March 20, 2024

Contract Expiration Date: March 20, 2025

Contract Amount: This renewal amount will not exceed \$10,000,00 over the term of the contract.

This contractor will provide Cybersecurity insurance for the university

Funding: ITS, VP Robert Seniors

31. Agilent Technologies (Piggyback)

Contract #: C-0527-24

Contract Start Date: March 20, 2024

Contract Expiration Date: March 20, 2025

Contract Amount: This renewal amount will not exceed \$10,000,00 over the term of the contract.

This contractor will provide technical support for scientific equipment, supplies, chemical and biolab services

Funding: Office of International Education and Development, Contact: Tamara Lewis

32. Microsoft Enterprise Services

Contract #: C-0549-24

Contract Start Date: March 25, 2024

Contract Expiration Date: April 27, 2025

Contract Amount: This renewal amount will not exceed \$430,376 over the term of the contract.

This contractor will provide technical support services

Funding: ITS, VP Robert Seniors

33. ASFC HVAC Filters & Frames

Contract #: C-0600-24

Contract Start Date: April 18, 2024

Contract Expiration Date: February 27, 2025

Contract Amount: This renewal amount will not exceed \$873,032 over the term of the contract.

This contractor will provide HVAC Filters & Frames

Funding: Facilities Planning and Construction, VP Kendall Jones

34: Astro Turf

Contract #: C-0518-24

Contract Start Date: April 18, 2024

Contract Expiration Date: May 26, 2027

Contract Amount: This renewal amount will not exceed \$875,000 over the term of the contract.

This contractor will provide installation of materials, and services for athletic surfaces

Funding: Facilities Planning and Construction, VP Kendall Jones

35. Clarivate

Contract #: C-0401-24

Contract Start Date: October 1, 2024

Contract Expiration Date: September 30, 2025

Contract Amount: This renewal amount will not exceed \$184,89993 over the term of the contract.

This contractor will provide electronic subscriptions for library services

Funding: University Libraries, Contact person: Ms. Earnestine Holmes