



BOARD OF TRUSTEES

# Finance and Facilities Committee

Wednesday, November 10, 2021  
2:30-3:30 PM

Florida Polytechnic University  
WEBEX TELECONFERENCE MEETING

Dial in: 1-415-655-0001 | Access code: 242 145 93957#

## MEMBERS

Beth Kigel, Chair  
Samantha Ashby

Gary Wendt, Vice Chair

Cliff Otto

## AGENDA

- |       |  |   |
|-------|--|---|
| I.    | Call to Order  | Beth Kigel, Chair   |
| II.   | Roll Call  | Kristen Wharton   |
| III.  | Public Comment   | Beth Kigel  |
| IV.   | <a href="#">Approval of September 8, 2021 Minutes</a><br><b>*Action Required*</b>                      | Beth Kigel  |
| V.    | <a href="#">Finance and Facilities Committee Work Plan Review</a>                                      | Penelope Farley<br>AVP and Controller                     |
| VI.   | University Financials  | Penelope Farley   |
|       | A. <a href="#">University FY22 Q1 Financial Update</a>   |   |
|       | B. <a href="#">Bad Debt Write-Off</a>  |   |
|       | C. <a href="#">Furniture, Fixtures, and Equipment (FF&amp;E) for the Applied Research Center (ARC)</a> |   |
|       | D. <a href="#">FY22 Carryforward Spending Plan – Amended</a><br><b>*Action Required*</b>               |   |
| VII.  | <a href="#">Contracts Over \$200,000</a>   | Penelope Farley   |
| VIII. | <a href="#">Powers and Duties of the President</a><br><b>*Action Required*</b>                         | Beth Kigel  |
| IX.   | <a href="#">Campus Construction Update</a>   | David Calhoun<br>AVP of Facilities and<br>Safety Services |

- X. [Advancement and Foundation Update](#) Larry Locke  
Director of Finance and  
Development Operations  
and Foundation COO
- XI. [Foundation FY22 Q1 Financial Update](#) Larry Locke
- XII. Closing Remarks and Adjournment Beth Kigel



# Finance & Facilities Committee Meeting

## DRAFT MEETING MINUTES

September 8, 2021  
1:45 PM - 3:15 PM

### Florida Polytechnic University WEBEX TELECONFERENCE MEETING

#### I. Call to Order

Committee Chair Cliff Otto called the Finance and Facilities Committee meeting to order at 1:45 p.m.

#### II. Roll Call

Kelly Beall called the roll: Committee Chair Cliff Otto, Committee Vice-Chair Gary Wendt, Trustee Samantha Ashby, and Trustee Beth Kigel were present (Quorum).

Other Board Members present: Vice Chair Mark Bostick, and Trustee Bob Stork.

Staff present: President Randy Avent, Ms. Kathy Bowman, Ms. Gina DeIulio, Provost Terry Parker, Ms. Penelope Farley, Ms. Andrea Cashell, Mr. David Blanton, Mr. David Calhoun, Mr. Kevin Calkins, Mr. Mike Dieckmann, Mr. Alexander Landback, Mr. Larry Locke, Ms. Michele Rush, Ms. Melaine Schmitz, Mr. John Causey, Ms. Kimberly Abels, Ms. Kelly Beall, and Ms. Kristen Wharton.

#### III. Public Comment

There were no requests received for public comment.

#### IV. Approval of Minutes

**Trustee Samantha Ashby made a motion to approve the Finance and Facilities Committee meeting minutes of April 26, 2021. Trustee Gary Wendt seconded the motion; a vote was taken, and the motion passed unanimously.**

#### V. Finance and Facilities Committee Work Plan Review

Ms. Penelope Farley reviewed the Finance and Facilities Committee Work Plan. After an internal review of content and timing of presentations, the Committee's Work Plan has been updated to better reflect the University and Foundation's workflow and the Board of Governor's deadlines. The only new item is Bad Student Debts in November.

**Trustee Beth Kigel made a motion to approve the Finance and Facilities Committee Work Plan for the 2021-2022 fiscal year. Trustee Ashby seconded the motion; a vote was taken, and the motion passed unanimously.**

VI. 2020-21 University Year-End Financial Review

Ms. Farley reviewed the University's financial results for the year ended June 30, 2021.

The University's balance sheet remains strong and our focus on spending that makes a quality difference in our mission will continue to be imperative.

CARES II and III institutional funding will serve to repair learning loss for our students and to provide online platforms and environments towards their success as well as our faculty.

The University will have sufficient carryover funds that together with performance-based funding will allow us to reward our employees and focus on the President's strategic initiatives in FY22.

President Avent inquired about the sources (over)/under variance for the year over year expense variance analysis. Ms. Farley will review the numbers and adjust as necessary.

Trustee Wendt inquired if state funding is reflected in the Education & General (E&G) Carryforward balance. Ms. Farley explained that no, state funding is PECO which is managed separately.

VII. 2021-22 University Carryforward Spending Plan and Fixed Capital Outlay Budget

Ms. Farley reviewed the University's Carryforward Spending Plan and Fixed Capital Outlay Budget for the 2021-2022 fiscal year.

For the fiscal year ended June 30, 2021, the University is projecting a \$7.6 million carryforward balance. The University has committed those funds for non-recurring university operations and construction.

The University presently has the \$47.2 million Applied Research Center (ARC) under construction. It has been previously funded from PECO with \$7 million, University funds of \$25.3 million and in fiscal year 2021-2022 has received the balance of \$14.9 million to complete the building.

The University will begin construction of the new Environmental Engineering building with \$6.1 million of carryforward funding. This building should not exceed \$9,793,615 by completion with any differential coming from further carryforward funding.

The University continues to work with the City of Auburndale on the Reclaimed Water Project connecting the University to the City of Auburndale's Reclaimed Water Plant. To date, the University has spent \$761,260 with \$1,238,740 remaining. This project is scheduled for completion in December 2022.

Trustee Ashby inquired how Environmental Engineering was determined for the next research facility on campus. President Avent explained that it would bring the Florida Industrial and Phosphate Research (FIPR) Institute onto campus from its current location in Bartow, and it would help launch the environmental engineering program.

**Trustee Kigel made a motion to approve the University Carryforward Spending Plan and Fixed Capital Outlay Budget for the 2021-2022 fiscal year. Trustee Ashby seconded the motion; a vote was taken, and the motion passed unanimously.**

VIII. Contracts Over \$200,000

Ms. Farley reviewed existing and active contracts in excess of \$200,000 with spend-to-date information. A solicitation will be issued next quarter for University Promotional Products; in the meantime, the University will issue a temporary extension of the current contract with 4Imprint which has not exceeded the estimated spend of \$250,000.

IX. Contracts Over \$500,000

Ms. Farley reviewed a purchasing agreement with CDW-G related to furniture, fixtures, and equipment (FF&E) for the ARC project in the amount of \$582,378.46. The specific request is for the purchase of network devices such as, but not limited to, processors, routers, switches, firewalls, access points, etc. This would allow the University to move forward with finalizing the ARC building while maximizing cost savings.

Trustee Wendt asked if the amount is estimated or spent. Mr. David Calhoun confirmed it is an estimate.

Trustee Kigel inquired if we would normally buy these items at list price without a contract such as this. Ms. Farley explained that the state universities work together for discounted, consortium rates. Mr. Mike Dieckmann confirmed this contract is under the state contract pricing.

**Trustee Ashby made a motion to approve the execution a purchasing agreement with CDW-G, related to FF&E (Furniture, Fixtures and Equipment) for the ARC project in the amount of \$582,378.46. Trustee Kigel seconded the motion; a vote was taken, and the motion passed unanimously.**

X. Campus Construction Update

Mr. David Calhoun provided an update campus construction.

The ARC is 70% complete and fully funded. The contracted construction completion date (substantial completion) for the project is March 23, 2022, with a final completion date of May 25, 2022. The University is working to validate and procure all additional services, furniture, fixtures, and equipment for the ARC following receipt of funding in FY21/22.

The Mechanical Shop Building (Environmental Engineering) is proposed to be adjacent to the ARC with a building footprint of 20,000 square feet. A Continued Service Provider Design Consultant has been selected to prepare an Advanced Schematic Design for the project. It is the intent to construct the facility by entering into a design build contract to complete the remaining design and construction of the facility.

Trustee Wendt asked how 20,000 square feet was determined for the Mechanical Shop Building. Mr. Calhoun explained it's based on pre-programming needs and an analysis of the current FIPR building. Provost Terry Parker added that FIPR currently utilizes 8-10,000 square feet, so there will be 10-12,000 square feet remaining for academic purposes.

Trustee Kigel asked how comprehensive local governments are when reviewing of the Campus Master Plan. Calhoun confirmed we do not receive many detailed comments during the 90-day review.

Committee Chair Cliff Otto asked about a target date for the Public Private Partnership (P3) with International Flavors and Fragrances (IFF). Mr. Calhoun has requested a revised schedule. Construction is currently planned to begin in Spring 2022 with a target completion date in Spring 2023.

XI. Policy on President's Authority to Execute Change Orders and Purchasing Agreements for FF&E related to the ARC Project

Ms. Gina DeIulio reviewed a draft policy on President's authority to execute change orders and purchase agreements related to FF&E for the ARC project.

The proposed policy would temporarily allow for the increase in the President's authority to approve and execute the change orders and purchasing agreements that exceed his current authority provided he obtain the approval of the Board Chair or the Finance & Facilities Chair. Such authority would be limited so that the amount spent on such change orders and agreements could not cause the total cost of the project to exceed the amount budgeted for the project. In addition, the change orders exceeding \$100,000 in value and the purchasing agreements exceeding \$500,000 would be promptly reported to the Finance & Facilities Committee and the Board of Trustees at a subsequent meeting.

**Trustee Wendt made a motion to approve the Board Policy on President's Authority to Execute Change Orders and Purchasing Agreements related to FF&E for the ARC Project. Trustee Ashby seconded the motion; a vote was taken, and the motion passed unanimously.**

XII. P3 Update for Research Facility

Provost Terry Parker confirmed that the Board of Governors approved the University's P3 agreement to develop a research facility on campus which entails approval of (1) a ground lease agreement with Ryan Companies USA, Inc., or an affiliate and (2) an affiliation agreement with International Flavors and Fragrances Inc.

Trustee Kigel echoed that the P3 was very favorably received by the Board of Governors.

Trustee Ashby inquired if the University would have any authority within the building. Provost Parker confirmed that no, the building is owned by the company.

XIII. Advancement and Foundation Updates

Ms. Kathy Bowman provided updates on Advancement and the Foundation.

Advancement has identified 653 of the 1,051 alumni, 82% of whom are employed and working in Florida. Alumni are identified through LinkedIn, Facebook, Twitter, website, and email.

The new Foundation website will launch, and the Annual Report will publish, in September.

The Corporate Impact Network (CIN) philanthropic impact is \$326,000.00. It has yielded 125 visits, 70 new corporate contacts, and 23 referrals for capstone projects, career development, internships, and recruitment.

Trustee Wendt asked if there are criteria for CIN membership in addition to fees. Ms. Bowman replied that no, the membership fee is payable for a three-year network opportunity. The Foundation works with each company to determine where funds should be allocated and engaged.

Trustee Kigel inquired if the Foundation participates in professional associations such as the ACEC to draw awareness and network with new partners. Ms. Bowman responded that they've had some traction with engineering societies. Trustee Kigel offered to meet privately with Ms. Bowman for further discussion on potential referrals to other associations.

Net production in FY21 was \$2.2 million. There was a 60.17% increase in revenue, a 60.14% decrease in operational expense, and an 89.5% increase in scholarship expense from the previous year.

Campaign planning has identified a giving capacity base of \$110-333 million. The campaign focus is Building Tradition on Campus, which emphasizes naming opportunities for infrastructure and facilities.

XIV. Foundation Year-End Financial Review

Mr. Larry Locke reviewed the Foundation's financial results for the year ended June 30, 2021.

For the statement of activities budget to actuals, revenue doubled from the FY21 budget and scholarship expense tripled as requested by Financial Aid.

For the state of activities year over year, there was a 60.17% increase in revenue and a 60.14% decrease in operating expenses from FY20 to FY21. Scholarship expenses increased 89.5%, and the Foundation went from \$43 thousand in the red to \$502 thousand in the black.

For the statement of financial position year over year, total assets increased 22.41% from FY20 to FY21 and the total fund balance increased 41.12%.

Foundation budget projections include an expected annual 20-25% increase in unrestricted donations over the next two fiscal years, a potential return to standard leadership support levels in FY23, and an estimated 7-10% annual increase in scholarship expectation over the next two fiscal years.

XV. 2020-21 Foundation Actual Use of University Resources

Ms. Bowman reviewed the actual use of University personnel and facilities by the Foundation in the 2020-2021 fiscal year. The total salary, benefit, and space utilization cost was \$305,539.74.

XVI. Foundation Board Appointments/Reappointments

Ms. Bowman reviewed the new appointments of Justin Hollis and Cady Johnson, and the reappointments of Travis Hills and Ryan Perez, for service to the Florida Polytechnic University Foundation, Board of Directors.

**Trustee Kigel made a motion to approve the Foundation appointments and reappointments as proposed. Trustee Ashby seconded the motion; a vote was taken, and the motion passed unanimously.**

XVII. Closing Remarks and Adjournment

With no further business to discuss the meeting adjourned at 3:13 p.m.

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
November 10, 2021**

**Subject: Finance and Facilities Committee Work Plan Review**

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**Proposed Committee Action**

Review only. No action required.

**Background Information**

Penelope Farley, Assistant Vice President and Controller, will review the Committee's 2021-2022 Committee Work Plan.

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**Supporting Documentation:** 2021-2022 Finance and Facilities Committee Work Plan

**Prepared by:** Penelope Farley, Assistant Vice President and Controller





# Committee Work Plan

## Finance & Facilities Committee Work Plan

**2021-2022**

*Revised 9.8.21*

### SEPTEMBER

- Finance and Facilities Committee Charter *(review and approve every two years – due September 2022)*
- Legislative Operating Budget Request *(review and approve)*
- Fixed Capital Outlay Budget *(review and approve)*
- University E&G Carryforward Spending Plan *(review and approve)*
- University Annual Financial Report (Unaudited) *(review only)*
- University and Foundation Year-End Financial Updates
- Contracts *(review and approve as needed)*
- Construction Update
- Foundation's Actual Use of University Resources *(review only)*
- Advancement Update
- Foundation Board Appointments *(review and approve as needed)*

### NOVEMBER

- University and Foundation Quarterly Financial Updates
- Foundation Financial Audit *(review only – for prior FY)*
- Educational Plant Survey *(if information is available by November)*
- Bad Student Debts
- Contracts *(review and approve as needed)*
- Construction Update
- Advancement Update
- Foundation Board Appointments *(review and approve as needed)*

### FEBRUARY

- University and Foundation Quarterly Financial Updates
- Educational Plant Survey *(if information is available by February)*
- Contracts *(review and approve as needed)*
- Construction Update
- Advancement Update
- Foundation Board Appointments *(review and approve as needed)*

## JUNE

- Legislative Session Appropriations Update
- University Operating Budget *(review and approve)*
- Foundation Operating Budget *(review only)*
- Capital Improvement Plan (CIP) *(review and approve – for FY+1)*
- Legislative Operating Budget Request *(review and approve – for FY+1)*
- Foundation's Anticipated Use of University Resources *(review and approve – for FY+1)*
- Review of Financial Internal Controls - University Support Organizations *(for 2022 only)*
- University and Foundation Quarterly Financial Updates
- Contracts *(review and approve as needed)*
- Construction Update
- Advancement Update
- Foundation Board Appointments *(review and approve as needed)*

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
November 10, 2021**

**Subject: University FY22 First Quarter Financial Update**

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**Proposed Committee Action**

Information only – no action required.

**Background Information**

Penelope Farley, Assistant Vice President and University Controller, will provide the Committee with an update on the first quarter update for fiscal year 2022.

**Fiscal Year 2021-2022: First Quarter Update**

The University has had a year-over-year (YOY) 23% increase in revenues and a 27.9% rise over budget attributed to higher student enrollment. Tuition and fees increased 68.8% over last year and 26.6% over budget while financial aid increased respectively. Auxiliary revenues were 27.7% over last year and 7.25% ahead of budget projections.

The University's major expense continues to be salaries and benefits that are currently pacing at the projected budget.

Operating expenses are 9.9% higher than last year but 28.3% less than budgeted. This fluctuation is relative to the timing of the semester. Many contracts and projects have not been initiated at this time.

Carryforward funds were used on non-recurring expenses and expensed according to the original carryforward plan. A revised carryforward plan will be presented.

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**Supporting Documentation:** FY22 Q1 Financial Review

**Prepared by:** Penelope Farley, Assistant Vice President and Controller







**FLORIDA POLYTECHNIC**  
UNIVERSITY

# **University Financials**

## **Quarter 1, FY2022**

**Penney Farley**  
**10 November 2021**

# Institutional Ratios

Ratio	Florida Poly	Benchmark	Status
Cash to current liabilities	1,099	1	
Viability	185	1.25-2.0	
Primary reserve	261	0.4	
Net income	23	2.0-4.0	

**Cash** ratio is the ability to cover short-term obligations.

**Viability** is the availability of expendable assets to cover debt.

**Primary reserve** measures financial strength.

**Net income** measures operating performance.

- **Florida Poly remains in a strong financial position relative to standard benchmarks**

# Outline

- Introduction
- **FY22 Q1 Financial Update**
  - Net Position
  - YOY Variance
  - Budget-to-Actual
  - Other Sources
- **Bad Debt Write-off**
- **ARC Furniture, Fixtures & Equipment (FFE)**
- **Revised Carryforward Spending**
- **Summary**



# FY22 Net Position

	9/30/21	9/30/20	\$ change	% change	
<b>Assets</b>	<b>Assets &amp; Deferred Outflows</b>				
	Cash and Investments	\$ 40,702,212	\$ 53,830,694	\$ (13,128,482)	-24.39%
	Receivables	1,380,474	3,045,645	(1,665,171)	-54.67%
	Property, Plant & Equipment, net	165,777,296	152,493,543	13,283,753	8.71%
	Deferred Outflows	12,967,812	10,710,611	2,257,201	21.07%
	<b>Total Assets &amp; Deferred Outflows</b>	<b>220,827,794</b>	<b>220,080,493</b>	<b>747,301</b>	<b>0.34%</b>
<b>Liabilities</b>	<b>Liabilities &amp; Net Position</b>				
	Current Liabilities	3,702,240	4,855,371	(1,153,131)	-23.75%
	Noncurrent Liabilities	25,215,914	23,751,391	1,464,523	6.17%
	Deferred Inflows	4,120,842	3,226,747	894,095	27.71%
	<b>Total Liabilities &amp; Deferred Inflows</b>	<b>33,038,996</b>	<b>31,833,509</b>	<b>1,205,487</b>	<b>3.79%</b>
<b>Net</b>	<b>Net Position</b>	187,788,798	188,246,984	(458,186)	-0.24%
	<b>Total Liabilities &amp; Net Position</b>	<b>\$ 220,827,794</b>	<b>\$ 220,080,493</b>	<b>\$ 747,301</b>	<b>0.34%</b>

- Cash & Investments used primarily for Property, Plant & Equipment
- Receivables and Current Liabilities affected by construction draws
- Noncurrent Liabilities include increase in pension and decrease in OPEB



# Q1 YOY Variance

	Actual 9/30/21	Actual 9/30/20	Variance	
<b>Sources</b>	<b>Summary of Sources</b>			
	State and Lottery Appropriations	\$ 10,252,133	\$ 8,535,290	20.11%
	Student Tuition & Fees	2,508,459	1,486,469	68.75%
	Financial Aid	5,827,913	5,183,672	12.43%
	Other Sources	2,806,113	2,198,153	27.66%
	<b>Total Sources</b>	<b>\$ 21,394,618</b>	<b>\$ 17,403,584</b>	<b>22.93%</b>
<b>Uses</b>	<b>Summary of Uses</b>			
	Salary & Benefit	\$ 6,975,725	\$ 7,027,436	-0.74%
	Other Personnel Services (OPS)	869,990	911,406	-4.54%
	Operating Expenses	4,503,009	4,097,123	9.91%
	Scholarships	5,864,381	5,128,311	14.35%
	<b>Total Uses</b>	<b>17,894,505</b>	<b>17,164,275</b>	<b>4.25%</b>
	<b>\$ 3,500,113</b>	<b>\$ 239,309</b>	<b>1362.59%</b>	

- State and Lottery Appropriations include Performance Based Funding
- Student Tuition & Fees and Financial Aid increased with student growth
- Other Sources increased from Auxiliary and CARES funding
- Raises (8/16/21) and vacant positions offset each other in Salary & Benefit
- Increased Operating Expenses due to contractual services



# Budget-to-Actual

	FY 21-22		Budget 9/30/21		Actual 9/30/21		Budget
		Budget					Variance
<b>Sources</b>	<b>Summary of Sources</b>						
	State and Lottery Appropriations	\$ 41,539,451	\$ 10,384,863	\$ 10,252,133			-1.28%
	Student Tuition & Fees	3,898,268	1,982,180	2,508,459			26.55%
	Financial Aid & Scholarship Awards	11,000,000	5,500,000	5,827,913			5.96%
	Other Sources	10,465,467	2,616,367	2,806,113			7.25%
	<b>Total Sources</b>	<b>\$ 66,903,186</b>	<b>\$ 16,725,797</b>	<b>\$ 21,394,618</b>			<b>27.91%</b>
<b>Uses</b>	<b>Summary of Uses</b>						
	Salary & Benefit	\$ 28,489,903	\$ 7,122,476	\$ 6,657,125			-6.53%
	Other Personnel Services (OPS)	2,675,293	668,823	869,990			30.08%
	Operating Expenses	25,128,514	6,282,129	4,503,009			-28.32%
	Scholarships & Awards	11,000,000	5,500,000	5,864,381			6.63%
	<b>Total Uses</b>	<b>67,293,710</b>	<b>16,823,427</b>	<b>17,894,505</b>			<b>6.37%</b>
	<b>Sources (over)/Under</b>	<b>\$ (390,523)</b>	<b>\$ (97,631)</b>	<b>\$ 3,500,113</b>			<b>-3685.05%</b>

- **Student Tuition & Fees increased with higher enrollment, which is also reflected in Financial Aid, Scholarships & Awards**
- **Slight increase in Other Sources due to increased Auxiliary revenue**
- **OPS expenses increased and likely moved to Carryforward budget**
- **Decrease in Operating Expenses reflection of beginning of the semester**

# Carryforward Balances

## • Education & General

## • Capital

**Beginning Balance, 7/1/21**                    \$    8,950,360

**Sources:**

Interest	7,872
<b>Total E&amp;G carryforward sources</b>	<u>8,958,232</u>

**Uses:**

Restricted by Appropriation	
<b>Total E&amp;G carryforward uses</b>	<u>(486,548)</u>

**Ending Balance, 9/30/21**                    \$    8,471,684

**Beginning Balance, 7/1/21**                    \$    9,719,950

**Sources:**

Interest	27,665
Project transfer-in	-
<b>Total Capital Carryforward Sources</b>	<u>9,747,615</u>

**Uses:**

Applied Research Center	(1,319,404)
Reclaimed Water Infrastructure	-
<b>Total Capital Carryforward Uses</b>	<u>(1,319,404)</u>

**Ending Balance, 9/30/21**                    \$    8,428,211

- **Education & General carryforward to provide funding for the remainder of the Engineering (FIPR) Building, temp positions and non-recurring items**
- **Capital carryforward sufficient to construct and complete the Engineering Shop 1 building as well as finish the Reclaimed Water Infrastructure**
- **Capital carryforward used for ARC will be reimbursed with PECO funds**

# Federal Funds (HEERF)

	(Polk County)			
	CARES I	CARES I	CARES II	CARES III
<b>Institutional Funding:</b>				
Funding life-to-date	\$626,651	\$ 300,000	\$1,211,962	\$1,621,780
Disbursements life-to-date	\$626,651	\$ 300,000	\$ 833,341	\$ -
Remaining funds to draw	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 378,621</u>	<u>\$1,621,780</u>
<b>Student Aid Funding:</b>				
Funding life-to-date	\$626,652	\$ -	\$ 626,652	\$1,621,781
Disbursements life-to-date	\$626,652	\$ -	\$ 626,652	\$ 269,193
Remaining funds to draw	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$1,352,588</u>

- **Planned expenditure of Student Aid Funding in process**
- **Discussions continue regarding best use of Institutional Funding**

# Outline

- Introduction
- FY22 Q1 Financial Update
- **Bad Debt Write-off**
- **ARC Furniture, Fixtures & Equipment (FFE)**
- **Revised Carryforward Spending**
- **Summary**

# Bad Debt Write-off

Balance as of October 5, 2021		
TERM	Current Balance Due	Student Count
FA 2014	\$ 80.00	1
FA 2015	\$ 12,973.55	8
FA 2016	\$ 3,658.09	1
FA 2017	\$ 365.00	1
SP 2015	\$ 1,551.55	6
SP 2016	\$ 8,551.91	7
SP 2017	\$ 3,399.16	2
SP 2018	\$ 1,381.00	1
SU A 2016	\$ 1,470.36	1
SU B 2015	\$ 10.00	1
SU C 2015	\$ 2,828.36	3
SU C 2016	\$ 1,417.20	1
<b>Total</b>	<b>\$ 37,686.18</b>	<b>33</b>

- < \$50 for eight months or more
- > or = \$50 but < \$100 for one year or more and returned from 1<sup>st</sup> placement
- > or = \$100 for three years and returned from 1<sup>st</sup> and 2<sup>nd</sup> placements
- These are deemed uncollectible and have been written off

# Outline

- Introduction
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- Bad Debt Write-off
- **ARC Furniture, Fixtures & Equipment (FFE)**
- **Revised Carryforward Spending**
- **Summary**



# ARC Furniture, Fixtures & Equipment (FFE)

## Mobile Laboratory Casework

September 17, 2021

Pkg	Package Description	Package Price	PCO-014	Cost / SF 95,000	NOTES
11A	Laboratory Equipment & Casework (Mobile Only)	\$ 833,724	\$ 833,724	\$8.78	
<b>Subtotal Cost of Work:</b>		<b>\$833,724</b>	<b>\$833,724</b>	<b>\$8.78</b>	
LS	General Conditions		\$ -	\$0.00	
LS	Misc. Permits/Fees		\$ -	\$0.00	By Owner
0.00%	Sales Tax		\$ -	\$0.00	By Owner
2.58%	CCIP		\$ 23,314	\$0.25	
1.42%	SDI		\$ 11,839	\$0.12	
3.00%	CM Contingeny		\$ -	\$0.00	
<b>Subtotal:</b>			<b>\$868,877</b>	<b>\$8.78</b>	
4.00%	Fee		\$ 34,755	\$0.37	
LS	Payment & Performance Bond		\$ -	\$0.00	
LS	Builder's Risk		\$ -	\$0.00	
<b>Total:</b>			<b>\$903,632</b>	<b>\$0.00</b>	

### PCO-014 Cost Narrative

#### 11A – Laboratory Casework

- All Mobile Tables, Cabinets, Benches and Non-Fixed Equipment or Furnishings that the Owner initially elected to purchase directly from Scott Laboratory Solutions at the time of GMP-03, is now included as coordinated in Submittal #123553.18B-02-1.



# ARC Furniture, Fixtures & Equipment (FFE)

QUOTE	AMOUNT	DESCRIPTION
1	\$75,504.36	Network electronics for MDF room 1147. This equipment connects the ARC building to the campus network. A MDF room is a network equipment closet serving the entry point to a building.
2	\$70,538.18	Network electronics for MDF room 1147. This equipment services building first floor sections C,D, and E for phones, surveillance cameras, door access systems, voice, and network connectivity.
3	\$60,916.63	Network electronics for IDF room 2247. Supports second floor sections C, D and E. An IDF room is a network equipment closet serving a specific floor or area of a building.
4	\$56,586.93	Network electronics for IDF room 1119. Supports first floor sections A and B.
5	\$70,538.18	Network electronics for IDF room 2210. Supports second floor sections A and B.
6	\$167,199.88	Infrastructure for WiFi network within building. All wireless access points for the building.
7	\$41,192.35	Phones. Desk and wall phones in offices, classrooms, and labs.
8	\$24,756.84	Network uplink switch that provides connectivity for the surveillance cameras and door access system to connect back to the Campus Control System.
9	\$5,458.71	Voice gateway to connect ARC to central University phone system.
10	\$14,595.03	Small network switches for specific locations with high densities of network devices in a particular room.
11	\$9,686.40	Licenses for phone system.



# Outline

- Introduction
- FY22 Q1 Financial Update
- Bad Debt Write-off
- ARC Furniture, Fixtures & Equipment (FFE)
- **Revised Carryforward Spending**
- **Summary**



# Revised Carryforward Spending

	Original Submitted to BOG	Revised as of 10/19/21
<b>Carryforward Available</b>	<b>7,677,820</b>	<b>8,950,360</b>
E&G Reserve (BOG 7%)	2,857,536	2,857,536
Advanced Mobility Institute (AMI)	496,365	496,365
Prior Year Obligations	536,138	536,138
IT Leases	384,046	384,046
Leave Payouts	101,853	101,853
Re-Employment Tax	12,498	12,498
FIPR Building	2,000,000	3,658,198
OPS	1,289,384	903,726
<b>Total Projected Uses</b>	<b>7,677,820</b>	<b>8,950,360</b>

- **Engineering Shop 1 (aka FIPR) building increased due to additional funds available in the final accounting for FY21 (pension & OPEB adjustments)**
- **Decreased OPS expenses to provide full funding to the Engineering Shop**

# Summary

- **University balance sheet remains strong and supportive of strategic priorities**
  - Primary Reserve Ratio remains high and driven by our resources
  - Viability remains high and driven by our low debt levels
- **University provided raises which will be a permanent change in the operating budget**
- **University continues to strategically use carryforward funding for nonrecurring investments**
- **University will soon develop plan for spending federal HEERF funds**

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
November 10, 2021**

**Subject: Bad Debt Write-offs for Student Receivables**

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**Proposed Committee Action**

Information only – no action required.

**Background Information**

The University has exerted every effort in the collection of delinquent account balances. If an amount equals or exceeds \$50, we have used an outside collection agency and if an amount equals or exceeds \$100, we have placed the account with a second agency. Amounts less than \$50 have been delinquent for eight months or more; greater than \$50 but less than \$100 have been delinquent for a year or more; greater than \$100 have been delinquent for three years or more. After a bad debt write-off has been executed, a financial hold remains on the student account. A hold prevents a student from registering in courses at the University and from receiving, transcripts, grades or a diploma(s) until the account is paid in full.

**Bad Debt Write-off**

Per FPU Policy 7.0014P, the President has reviewed the aging report of write-offs and has approved a total amount of \$37,686.18 for 33 students. The terms of attendance include fall 2014 through summer 2016.

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**Supporting Documentation:** Avent Memo dated 10/13/21

**Prepared by:** Penelope Farley, Assistant Vice President and Controller



**FLORIDA POLYTECHNIC  
UNIVERSITY**

TO: Randy Avent, President

FROM: Penney Farley, University Controller

DATE: October 13, 2021

REFERENCE: Student Receivable Write Offs

Delivered via email, [ravent@floridapoly.edu](mailto:ravent@floridapoly.edu)

The University has exerted every effort in the collection of the delinquent account balances attached to this email. There is no debtor on this list that is a current student of Florida Poly. Each student listed has a hold on their account so they cannot enroll in courses, receive transcripts, grades or diplomas from the University until the account is paid in full.

The following conditions apply:

- a. If the account balance is less than \$50.00, the balance has been delinquent for eight months or more.
- b. If the account balance is greater than \$50.00 but less than \$100.00, the balance has been delinquent for a year or more and has been returned from first placement with a collection agency.
- c. If the account balance is greater than \$100.00, the balance has been delinquent for three years or more and has been returned from first and second placement with a collection agency.

It is my recommendation that these accounts be officially written off as uncollectible in our financial records. Per our policy, your approval must be in writing.

Approved:

*Randy Avent*                      10/13/21  
Randy Avent, President                      Date

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
November 10, 2021**

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**Proposed Committee Action**

Information only – no action required.

**Background Information**

The President is not required to obtain the Finance & Facilities Committee or Board's approval of purchasing agreements over \$500,000 for furnishings, fixtures, and equipment for the Applied Research Center project. However, any such agreements will be reported to the Finance and Facilities Committee and the Board quarterly until this project is complete.

**Executed Purchase Agreement**

The University executed a purchase agreement with Cisco (CDW-G) for information technology equipment and software licensing in the amount of \$596,973.49.

The University executed a Change Order to Skanska USA Building for the purchase of mobile laboratory casework in the amount of \$903,632.

The Applied Research Center remains within budget.

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**Supporting Documentation:**

1. Cisco: IT Equipment and Software Licensing Purchase Agreement, Executed
2. Skanska: Lab Casework Change Order, Executed

**Prepared by:** Penelope Farley, Assistant Vice President and Controller



8.4	CAB-C19-CBN	Cabinet Jumper Power Cord, 250 VAC 16A, C20-C19 Connectors	-	Cisco	0.00	4			
8.5	PI-LFAS-T	Prime Infrastructure Lifecycle & Assurance Term - Smart Lic	-	Cisco	0.00	2			
8.5.1	PI-LFAS-AP-T-5Y	PI Dev Lic for Lifecycle & Assurance Term 5Y	60	Cisco	0.00	2			
8.6	C9400-LC-48U-B	Cisco Catalyst 9400 Series 2xC9400-LC-48U for Bundle Select	-	Cisco	0.00	1			
8.7	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
8.8	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
8.9	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
8.10	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
8.11	NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	-	Cisco	0.00	1			
8.12	C9400-PWR-3200AC	Cisco Catalyst 9400 Series 3200W AC Power Supply	-	Cisco	2047.14	4	\$ 8,188.56	\$962.16	\$3,848.62
8.13	C9400-SUP-1XL-Y-B	Cisco Catalyst 9400 Series Sup-1XL-Y Bundle Select Option	-	Cisco	5117.85	1	\$ 5,117.85	\$2,405.39	\$2,405.39
8.14	C9400-SUP-1XL-Y	Cisco Catalyst 9400 Series Supervisor 1XL with 25G Module	-	Cisco	0.00	1			
8.15	C9400-SSD-NONE	No SSD Memory Selected	-	Cisco	0.00	1			
8.16	C9400-SUP-1XL-Y/2	Cisco Catalyst 9400 Series Red Supervisor 1XL with 25G Module	-	Cisco	19447.83	1	\$ 19,447.83	\$9,140.48	\$9,140.48
8.17	C9400-SSD-NONE	No SSD Memory Selected	-	Cisco	0.00	1			
8.18	C9400-DNA-A	Cisco Catalyst 9400 DNA Advantage Term License	-	Cisco	0.00	1			
8.18.1	C9400-DNA-A-5Y	Cisco Catalyst 9400 DNA Advantage - 5 Year License	60	Cisco	21494.97	1	\$ 21,494.97	\$10,962.43	\$10,962.43
8.19	TE-EMBEDED-T	Cisco ThousandEyes Enterprise Agent IBN Embedded	-	Cisco	0.00	1			
8.19.1	TE-EMBEDED-T-5Y	ThousandEyes - Enterprise Agents	60	Cisco	0.00	1			
8.20	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	0.00	1			
8.21	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	0.00	1			
8.22	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
8.23	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
<b>QUOTE 6 (WiFi)</b>									
9.0	C9130AXI-B	Cisco Catalyst 9130AX Series	-	Cisco	2102.33	110	\$ 231,256.30	\$1,072.19	\$117,940.71
9.1	SW9130AX-CAPWAP-K9	Capwap software for Catalyst 9130AX	-	Cisco	0.00	110			
9.2	AIR-AP-BRACKET-1	802.11 AP Low Profile Mounting Bracket (Default)	-	Cisco	0.00	110			
9.3	AIR-AP-T-RAIL-R	Ceiling Grid Clip for APs & Cellular Gateways-Recessed	-	Cisco	0.00	110			
9.4	CDNA-A-C9130	Wireless Cisco DNA On-Prem Advantage, 9130 Tracking	-	Cisco	0.00	110			
9.4.1	DNA-A-SY-C9130	C9130AX Cisco DNA On-Prem Advantage, 5Y Term, Trk Lic	60	Cisco	0.00	110			
9.5	AIR-DNA-A	Wireless Cisco DNA On-Prem Advantage, Term Lic	-	Cisco	0.00	110			
9.5.1	AIR-DNA-A-5Y	Wireless Cisco DNA On-Prem Advantage, 5Y Term Lic	60	Cisco	878.06	110	\$ 96,586.60	\$447.81	\$49,259.17
9.6	PI-LFAS-AP-T	Prime AP Term Licenses	-	Cisco	0.00	110			
9.6.1	PI-LFAS-AP-T-5Y	PI Dev Lic for Lifecycle & Assurance Term 5Y	60	Cisco	0.00	110			
9.7	AIR-DNA-A-T	Wireless Cisco DNA On-Prem Advantage, Term, Tracker Lic	-	Cisco	0.00	110			
9.7.1	AIR-DNA-A-5Y	Wireless Cisco DNA On-Prem Advantage, 5Y Term, Tracker Lic	60	Cisco	0.00	110			
9.8	AIR-DNA-HWSTACK-A	AIR CISCO DNA Perpetual Network Stack	-	Cisco	0.00	110			
9.9	D-CISCODNAS-SEE-T	Cisco DNA Spaces See Term License for Cisco DNA	-	Cisco	0.00	110			
9.9.1	D-CISCODNAS-SEE-SY	Cisco DNA Spaces See Term 5Y	60	Cisco	0.00	110			
9.10	NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	-	Cisco	0.00	110			
9.11	C9130-MULTI	Minimum Quantity = 10	-	Cisco	0.00	110			
<b>QUOTE 7 (PHONES)</b>									
10.0	CP-8845-K9=	Cisco IP Phone 8845	-	Cisco	577.01	80	\$ 46,160.80	\$323.13	\$25,850.05
11.0	CP-8800-WMK=	Wall Mount Kit for Cisco IP Phone 8800 Series	-	Cisco	87.26	50	\$ 4,363.00	\$40.14	\$2,006.98
17.0	CP-8811-K9=	Cisco IP Phone 8811 Series	-	Cisco	506.77	50	\$ 25,338.50	\$238.18	\$11,909.10
19.0	CP-8865-K9=	Cisco IP Phone 8865	-	Cisco	797.78	2	\$ 1,595.56	\$446.76	\$893.51
20.0	CP-8800-V-KEM=	8800 Series Video KEM, 28 Button	-	Cisco	566.71	2	\$ 1,133.42	\$266.35	\$532.71
<b>QUOTE 8</b>									
12.0	NKX-C9180YC-FX	Nexus 9300 with 48p 1/10/25G, 6p 40/100G, MACsec	-	Cisco	27596.25	2	\$ 55,192.50	\$9,934.65	\$19,869.30
12.0.1	CON-SNT-N93YCFX	SNT-C8XSNBD Nexus 9300 with 48p	36	Cisco	\$ 3,879.00	2	\$ 7,758.00	\$2,443.77	\$4,887.54
12.1	MODE-NXOS	Dummy PID for mode selection	-	Cisco	0.00	2			
12.2	NKX-AF-PE	Dummy PID for Airflow Selection Port-side Exhaust	-	Cisco	0.00	2			
12.3	NXOS-10-1.1	Nexus 9500, 9300, 3000 Base NX-OS Software Rel10.1.1(32-bit)	-	Cisco	0.00	2			
12.4	C1-SUBS-OPTOUT	OPT OUT FOR "Default" DCN Subscription Selection	-	Cisco	0.00	2			
12.5	NKX-ACC-KIT-1RU	Nexus 3K/9K Fixed Accessory Kit, 1RU front and rear removal	-	Cisco	0.00	2			
12.6	NXA-PAC-500W-PE	Nexus NEBs AC 500W PSU - Port Side Exhaust	-	Cisco	0.00	4			
12.7	CAB-9K12A-NA	Power Cord, 125VAC 13A NEMA 5-15 Plug, North America	-	Cisco	0.00	4			
12.8	NXA-FAN-30CFM-F	Nexus Fan, 30CFM, port side exhaust airflow	-	Cisco	0.00	8			
<b>QUOTE 9 (Voice Gateways)</b>									
13.0	VG204XM	Cisco VG204XM Analog Voice Gateway	-	Cisco	1575.25	2	\$ 3,150.50	\$834.88	\$1,669.77
13.1	SVG2XIPV-15603M	Cisco VG20X Series IOS IP VOICE	-	Cisco	0.00	2			
13.2	CAB-AC	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	-	Cisco	0.00	2			
13.3	CAB-ETH-S-RJ45	Yellow Cable for Ethernet, Straight-through, RJ-45, 6 feet	-	Cisco	0.00	2			
13.4	PWR-30W-AC	Power Supply 30 Watt AC	-	Cisco	0.00	2			
14.0	VG202XM	Cisco VG202XM Analog Voice Gateway	-	Cisco	958.15	1	\$ 958.15	\$507.82	\$507.82
14.1	SVG2XIPV-15603M	Cisco VG20X Series IOS IP VOICE	-	Cisco	0.00	1			
14.2	CAB-AC	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	-	Cisco	0.00	1			
14.3	CAB-ETH-S-RJ45	Yellow Cable for Ethernet, Straight-through, RJ-45, 6 feet	-	Cisco	0.00	1			
14.4	PWR-30W-AC	Power Supply 30 Watt AC	-	Cisco	0.00	1			
15.0	VG310	Modular 24 FXS Port VoIP Gateway with PVD3M3-64	-	Cisco	6190.79	1	\$ 6,190.79	\$3,281.12	\$3,281.12
15.1	SVG3XUK9-15903M	Cisco VG30X UNIVERSAL	-	Cisco	0.00	1			
15.2	MEM-CF-256MB	256MB Compact Flash for Cisco 1900, 2900, 3900 ISR	-	Cisco	0.00	1			
15.3	CAB-AC	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	-	Cisco	0.00	1			
15.4	PVD3M3-64	64-channel high-density voice DSP module	-	Cisco	0.00	1			
15.5	HWIC-BLANK	Blank faceplate for HWIC slot on Cisco ISR	-	Cisco	0.00	1			
15.6	SL-VG3X0-IPB-K9	Cisco VG30X IP Base License	-	Cisco	0.00	1			
15.7	SL-VG3X0-UC-K9	Cisco VG30X Unified Communications License	-	Cisco	0.00	1			
<b>QUOTE 10 (Compact Switches)</b>									
16.0	WS-C3560CX-12PD-S	Cisco Catalyst 3560-CX 12 Port PoE, 10G Uplinks IP Base	-	Cisco	\$ 2,934.79	10	\$ 29,347.90	\$1,379.35	\$13,793.51
16.1	CAB-TA-NA	North America AC Type A Power Cable	-	Cisco	0.00	10			
16.2	CMPCT-CBLE-GRD	Cable Guard for the 3560-CX and 2960-CX Compact Switches	-	Cisco	\$ 45.23	10	\$ 452.30	\$24.88	\$248.77
16.3	CMPCT-DIN-MNT	DIN Rail Mount for 3560-CX and 2960-CX Compact Switch	-	Cisco	\$ 100.50	10	\$ 1,005.00	\$55.28	\$552.75
<b>QUOTE 11 (phone/analog lic)</b>									
19.1	A-FLEX-NUPL-P	NU On-Premises Calling Professional	-	Cisco		132		\$67.20	\$8,870.40
19.11	A-FLEX-NUPL-A	NU On-Premises Calling Access	-	Cisco		34		\$24.00	\$816.00
							<b>Total List Price</b>	\$ 1,197,169.99	
							<b>FL Poly Purchase Price</b>	\$ 506,973.49	

NOTES: Quote is subject to CDWG Terms and Conditions - <https://www.cdw.com/content/terms-conditions/>

*Melanie J. Schurz*

Melanie Schurz  
Associate General Counsel

Approved as to form and legality 9.22.2021

*Randy K. Avent*  
Randy K. Avent, President





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CDW-G  
Erin Wather  
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9/22/2021

FL Poly ARC Quote 1 (MDF 1147)

#	Part Number	Part Description	Service Duration	Contract	List Price	Quantity	Extended List Price	Customer Unit Price	Customer Total Price
1.0	C9500-24Y4C-A	Catalyst 9500 24x1/10/25G and 4-port 40/100G, Advantage	-	Cisco	21675.60	2	\$ 43,351.20	\$10,187.53	\$20,375.06
1.0.1	CON-SNT-C95024YA	SNTC-8XSXNBD Catalyst 9500 24-port 25/100G only, Adva	36	Cisco	\$ 4,665.00	2	\$ 9,330.00	\$2,938.95	\$5,877.90
1.1	C9500-NW-A	C9500 Network Stack, Advantage	-	Cisco	0.00	2			
1.2	C9K-PWR-650WAC-R	650W AC Config 4 Power Supply front to back cooling	-	Cisco	0.00	2			
1.3	C9K-PWR-650WAC-R/2	650W AC Config 4 Power Supply front to back cooling	-	Cisco	2107.35	2	\$ 4,214.70	\$990.45	\$1,980.91
1.4	CAB-9K12A-NA	Power Cord, 125VAC 13A NEMA 5-15 Plug, North America	-	Cisco	0.00	4			
1.5	C9K-T1-FANTRAY	Catalyst 9500 Type 4 front to back cooling Fan	-	Cisco	0.00	4			
1.6	PI-LFAS-T	Prime Infrastructure Lifecycle & Assurance Term - Smart Lic	-	Cisco	0.00	6			
1.6.1	PI-LFAS-AP-T-SY	PI Dev Lic for Lifecycle & Assurance Term 5Y	60	Cisco	0.00	6			
1.7	NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	-	Cisco	0.00	2			
1.8	C9500-DNA-24Y4C-A	C9500 DNA Advantage, Term License	-	Cisco	0.00	2			
1.8.1	C9500-DNA-L-A-5Y	DNA Advantage 5 Year License	60	Cisco	11871.41	2	\$ 23,742.82	\$6,054.42	\$12,108.84
1.9	SC9500HUK9-173	Cisco Catalyst 9500H XE.17.3 UNIVERSAL	-	Cisco	0.00	2			
1.10	C9500-SSD-NONE	No SSD Card Selected	-	Cisco	0.00	2			
1.11	C9K-F1-SSD-BLANK	Cisco pluggable SSD storage	-	Cisco	0.00	2			
2.0	SFP-10/25G-LR-S=	10/25GBASE-LR SFP28 Module	-	Cisco	2353.70	16	\$ 37,659.20	\$1,200.39	\$19,206.19
3.0	SFP-10G-LR=	10GBASE-LR SFP Module	-	Cisco	4141.98	8	\$ 33,135.84	\$1,946.73	\$15,573.84
4.0	QSFP-100G-CU3M=	100GBASE-CR4 Passive Copper Cable, 3m	-	Cisco	374.14	2	\$ 748.28	\$190.81	\$381.62
							Total List Price	\$	152,182.04
							FL Poly Purchase Price	\$	75,504.38

NOTES: Quote is subject to CDWG Terms and Conditions - <https://www.cdw.com/content/terms-conditions/>

Quote 1: MDF 1147 Layer 3 - Updated 9500 with 24pts 25G and 4x 40G/100G ports

1. I included 2x QSFP-100G-CU3M= DAC Cables for 9500 interconnects for StackWise Virtual on Quote 1. They may or may not want these, but for the cost it makes sense to use.



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CDW-G  
 Erin Walther  
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9/22/2021

FL Poly Quote 2 (MDF 1147)

#	Part Number	Part Description	Service Duration	Contract	List Price	Quantity	Extended List Price	Customer Unit Price	Customer Total Price
5.0	C9410R-96U-BNDL-A	Catalyst 9400 Series 10 slot,Sup, 2xC9400-LC-48U, DNA-A LIC	-	Cisco	30506.40	1	\$ 30,506.40	\$14,338.01	\$14,338.01
5.0.1	CON-SNT-C9410R9A	SNTC-8X5MNB Catalyst 9400 Series 10 slot,Sup, 2xC940	36	Cisco	\$ 6,135.00	1	\$ 6,135.00	\$3,865.05	\$3,865.05
5.1	C9400-PWR-BLANK	Cisco Catalyst 9400 Series Power Supply Blank Cover	-	Cisco	0.00	5			
5.2	C9400-NW-A	Cisco Catalyst 9400 Network Advantage License	-	Cisco	0.00	2			
5.3	S9400K9-1612	Cisco Catalyst 9400 NE 16.12 UNIVERSAL	-	Cisco	0.00	1			
5.4	CAB-C19-C8N	Cabinet Jumper Power Cord, 250 VAC 16A, C20-C19 Connectors	-	Cisco	0.00	4			
5.5	PI-LFAS-T	Prime Infrastructure Lifecycle & Assurance Term - Smart Lic	-	Cisco	0.00	2			
5.5.1	PI-LFAS-AP-T-5Y	PI Dev Lic for Lifecycle & Assurance Term 5Y	60	Cisco	0.00	2			
5.6	C9400-LC-48U-B	Cisco Catalyst 9400 Series 2xC9400-LC-48U for Bundle Select	-	Cisco	0.00	1			
5.7	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
5.8	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
5.9	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
5.10	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
5.11	NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	-	Cisco	0.00	1			
5.12	C9400-PWR-3200AC	Cisco Catalyst 9400 Series 3200W AC Power Supply	-	Cisco	2047.14	4	\$ 8,188.56	\$962.16	\$3,848.62
5.13	C9400-SUP-1XL-Y-B	Cisco Catalyst 9400 Series Sup-1XL-Y Bundle Select Option	-	Cisco	5117.85	1	\$ 5,117.85	\$2,405.39	\$2,405.39
5.14	C9400-SUP-1XL-Y	Cisco Catalyst 9400 Series Supervisor 1XL with 25G Module	-	Cisco	0.00	1			
5.15	C9400-SSD-NONE	No SSD Memory Selected	-	Cisco	0.00	1			
5.16	C9400-SUP-1XL-Y/2	Cisco Catalyst 9400 Series Red Supervisor1XL with 25G Module	-	Cisco	19447.83	1	\$ 19,447.83	\$9,140.48	\$9,140.48
5.17	C9400-SSD-NONE	No SSD Memory Selected	-	Cisco	0.00	1			
5.18	C9400-DNA-A	Cisco Catalyst 9400 DNA Advantage Term License	-	Cisco	0.00	1			
5.18.1	C9400-DNA-A-5Y	Cisco Catalyst 9400 DNA Advantage - 5 Year License	60	Cisco	21494.97	1	\$ 21,494.97	\$10,962.43	\$10,962.43
5.19	TE-EMBEDDED-T	Cisco ThousandEyes Enterprise Agent IBN Embedded	-	Cisco	0.00	1			
5.19.1	TE-EMBEDDED-T-5Y	ThousandEyes - Enterprise Agents	60	Cisco	0.00	1			
5.20	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	0.00	1			
5.21	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	0.00	1			
5.22	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
5.23	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
<b>Total List Price</b>								\$	146,163.39
<b>FL Poly Purchase Price</b>								\$	70,538.18

NOTES: Quote is subject to CDWG Terms and Conditions - <https://www.cdw.com/content/terms-conditions/>



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FL Poly ARC Quote 3 (IDF 2247)

#	Part Number	Part Description	Service Duration	Contract	List Price	Quantity	Extended List Price	Customer Unit Price	Customer Total Price
6.0	C9410R-96U-BNDL-A	Catalyst 9400 Series 10 slot,Sup, 2xC9400-LC-48U, DNA-A LIC	-	Cisco	30506.40	1	\$ 30,506.40	\$14,338.01	\$14,338.01
6.0.1	CON-SNT-C9410R9A	SNTC-8X5XNBD Catalyst 9400 Series 10 slot,Sup, 2xC940	36	Cisco	\$ 6,135.00	1	\$ 6,135.00	\$3,865.05	\$3,865.05
6.1	C9400-PWR-BLANK	Cisco Catalyst 9400 Series Power Supply Blank Cover	-	Cisco	0.00	5			
6.2	C9400-S-BLANK	Cisco Catalyst 9400 Series Slot Blank Cover	-	Cisco	0.00	2			
6.3	C9400-NW-A	Cisco Catalyst 9400 Network Advantage License	-	Cisco	0.00	2			
6.4	S9400UK9-1612	Cisco Catalyst 9400 XE 16.12 UNIVERSAL	-	Cisco	0.00	1			
6.5	CAB-C19-CBN	Cabinet Jumper Power Cord, 250 VAC 16A, C20-C19 Connectors	-	Cisco	0.00	3			
6.6	PI-LFAS-T	Prime Infrastructure Lifecycle & Assurance Term - Smart Lic	-	Cisco	0.00	2			
6.6.1	PI-LFAS-AP-T-SY	PI Dev Lic for Lifecycle & Assurance Term SY	60	Cisco	0.00	2			
6.7	C9400-LC-48U-B	Cisco Catalyst 9400 Series 2xC9400-LC-48U for Bundle Select	-	Cisco	0.00	1			
6.8	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
6.9	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
6.10	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
6.11	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
6.12	NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	-	Cisco	0.00	1			
6.13	C9400-PWR-3200AC	Cisco Catalyst 9400 Series 3200W AC Power Supply	-	Cisco	2047.14	3	\$ 6,141.42	\$962.16	\$2,886.47
6.14	C9400-SUP-1XL-Y-B	Cisco Catalyst 9400 Series Sup-1XL-Y Bundle Select Option	-	Cisco	5117.85	1	\$ 5,117.85	\$2,405.39	\$2,405.39
6.15	C9400-SUP-1XL-Y	Cisco Catalyst 9400 Series Supervisor 1XL with 25G Module	-	Cisco	0.00	1			
6.16	C9400-SSD-NONE	No SSD Memory Selected	-	Cisco	0.00	1			
6.17	C9400-SUP-1XL-Y/2	Cisco Catalyst 9400 Series Red Supervisor1XL with 25G Module	-	Cisco	19447.83	1	\$ 19,447.83	\$9,140.48	\$9,140.48
6.18	C9400-SSD-NONE	No SSD Memory Selected	-	Cisco	0.00	1			
6.19	C9400-DNA-A	Cisco Catalyst 9400 DNA Advantage Term License	-	Cisco	0.00	1			
6.19.1	C9400-DNA-A-SY	Cisco Catalyst 9400 DNA Advantage - 5 Year License	60	Cisco	21494.97	1	\$ 21,494.97	\$10,962.43	\$10,962.43
6.20	TE-EMBEDDED-T	Cisco ThousandEyes Enterprise Agent IBN Embedded	-	Cisco	0.00	1			
6.20.1	TE-EMBEDDED-T-SY	ThousandEyes - Enterprise Agents	60	Cisco	0.00	1			
6.21	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	0.00	1			
6.22	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	0.00	1			
<b>Total List Price</b>								\$	125,691.99
<b>FL Poly Purchase Price</b>								\$	60,916.63

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FL Poly ARC Quote 4 (IDF 1119)

#	Part Number	Part Description	Service Duration	Contract	List Price	Quantity	Extended List Price	Customer Unit Price	Customer Total Price
7.0	C9410R-96U-BNDL-A	Catalyst 9400 Series 10 slot,Sup, 2xC9400-LC-48U, DNA-A LIC	-	Cisco	30506.40	1	\$ 30,506.40	\$14,338.01	\$14,338.01
7.0.1	CON-SNT-C9410R9A	SNTC-8XSXNBD Catalyst 9400 Series 10 slot,Sup, 2xC940	36	Cisco	\$ 6,135.00	1	\$ 6,135.00	\$3,865.05	\$3,865.05
7.1	C9400-PWR-BLANK	Cisco Catalyst 9400 Series Power Supply Blank Cover	-	Cisco	0.00	5			
7.2	C9400-S-BLANK	Cisco Catalyst 9400 Series Slot Blank Cover	-	Cisco	0.00	3			
7.3	C9400-NW-A	Cisco Catalyst 9400 Network Advantage License	-	Cisco	0.00	2			
7.4	S9400UK9-1G12	Cisco Catalyst 9400 XE 16.12 UNIVERSAL	-	Cisco	0.00	1			
7.5	CAB-C19-CBN	Cabinet Jumper Power Cord, 250 VAC 16A, C20-C19 Connectors	-	Cisco	0.00	3			
7.6	PI-LFAS-T	Prime Infrastructure Lifecycle & Assurance Term - Smart Lic	-	Cisco	0.00	2			
7.6.1	PI-LFAS-AP-T-SY	PI Dev Lic for Lifecycle & Assurance Term SY	60	Cisco	0.00	2			
7.7	C9400-LC-48U-B	Cisco Catalyst 9400 Series 2xC9400-LC-48U for Bundle Select	-	Cisco	0.00	1			
7.8	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
7.9	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
7.10	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
7.11	NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	-	Cisco	0.00	1			
7.12	C9400-PWR-3200AC	Cisco Catalyst 9400 Series 3200W AC Power Supply	-	Cisco	2047.14	3	\$ 6,141.42	\$962.16	\$2,886.47
7.13	C9400-SUP-1XL-Y-B	Cisco Catalyst 9400 Series Sup-1XL-Y Bundle Select Option	-	Cisco	5117.85	1	\$ 5,117.85	\$2,405.39	\$2,405.39
7.14	C9400-SUP-1XL-Y	Cisco Catalyst 9400 Series Supervisor 1XL with 25G Module	-	Cisco	0.00	1			
7.15	C9400-SSD-NONE	No SSD Memory Selected	-	Cisco	0.00	1			
7.16	C9400-SUP-1XL-Y/2	Cisco Catalyst 9400 Series Red Supervisor1XL with 25G Module	-	Cisco	19447.83	1	\$ 19,447.83	\$9,140.48	\$9,140.48
7.17	C9400-SSD-NONE	No SSD Memory Selected	-	Cisco	0.00	1			
7.18	C9400-DNA-A	Cisco Catalyst 9400 DNA Advantage Term License	-	Cisco	0.00	1			
7.18.1	C9400-DNA-A-SY	Cisco Catalyst 9400 DNA Advantage - 5 Year License	60	Cisco	21494.97	1	\$ 21,494.97	\$10,962.43	\$10,962.43
7.19	TE-EMBEDDED-T	Cisco ThousandEyes Enterprise Agent IBN Embedded	-	Cisco	0.00	1			
7.19.1	TE-EMBEDDED-T-SY	ThousandEyes - Enterprise Agents	60	Cisco	0.00	1			
7.20	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	0.00	1			
7.21	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	0.00	1			
<b>Total List Price</b>								\$	116,479.86
<b>FL Poly Purchase Price</b>								\$	56,586.93

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FL Poly ARC Quote 5 (IDF 2210)

#	Part Number	Part Description	Service Duration	Contract	List Price	Quantity	Extended List Price	Customer Unit Price	Customer Total Price
8.0	C9410R-96U-BNDL-A	Catalyst 9400 Series 10 slot,Sup, 2xC9400-LC-48U, DNA-A LIC	-	Cisco	30506.40	1	\$ 30,506.40	\$14,338.01	\$14,338.01
8.0.1	CON-SNT-C9410R9A	SNTC-8X5XNBD Catalyst 9400 Series 10 slot,Sup, 2xC940	36	Cisco	\$ 6,135.00	1	\$ 6,135.00	\$3,865.05	\$3,865.05
8.1	C9400-PWR-BLANK	Cisco Catalyst 9400 Series Power Supply Blank Cover	-	Cisco	0.00	4			
8.2	C9400-NW-A	Cisco Catalyst 9400 Network Advantage License	-	Cisco	0.00	2			
8.3	S9400K9-16132	Cisco Catalyst 9400 XE 16.12 UNIVERSAL	-	Cisco	0.00	1			
8.4	CAB-C19-CBN	Cabinet Jumper Power Cord, 250 VAC 16A, C20-C19 Connectors	-	Cisco	0.00	4			
8.5	PI-LFAS-T	Prime Infrastructure Lifecycle & Assurance Term - Smart Lic	-	Cisco	0.00	2			
8.5.1	PI-LFAS-AP-T-5Y	PI Dev Lic for Lifecycle & Assurance Term 5Y	60	Cisco	0.00	2			
8.6	C9400-LC-48U-B	Cisco Catalyst 9400 Series 2xC9400-LC-48U for Bundle Select	-	Cisco	0.00	1			
8.7	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
8.8	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
8.9	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
8.10	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
8.11	NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	-	Cisco	0.00	1			
8.12	C9400-PWR-3200AC	Cisco Catalyst 9400 Series 3200W AC Power Supply	-	Cisco	2047.14	4	\$ 8,188.56	\$962.16	\$3,848.62
8.13	C9400-SUP-1XL-Y-8	Cisco Catalyst 9400 Series Sup-1XL-Y Bundle Select Option	-	Cisco	5117.85	1	\$ 5,117.85	\$2,405.39	\$2,405.39
8.14	C9400-SUP-1XL-Y	Cisco Catalyst 9400 Series Supervisor 1XL with 25G Module	-	Cisco	0.00	1			
8.15	C9400-SSD-NONE	No SSD Memory Selected	-	Cisco	0.00	1			
8.16	C9400-SUP-1XL-Y/2	Cisco Catalyst 9400 Series Red Supervisor1XL with 25G Module	-	Cisco	19447.83	1	\$ 19,447.83	\$9,140.48	\$9,140.48
8.17	C9400-SSD-NONE	No SSD Memory Selected	-	Cisco	0.00	1			
8.18	C9400-DNA-A	Cisco Catalyst 9400 DNA Advantage Term License	-	Cisco	0.00	1			
8.18.1	C9400-DNA-A-5Y	Cisco Catalyst 9400 DNA Advantage - 5 Year License	60	Cisco	21494.97	1	\$ 21,494.97	\$10,962.43	\$10,962.43
8.19	TE-EMBEDDED-T	Cisco ThousandEyes Enterprise Agent IBN Embedded	-	Cisco	0.00	1			
8.19.1	TE-EMBEDDED-T-5Y	ThousandEyes - Enterprise Agents	60	Cisco	0.00	1			
8.20	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	0.00	1			
8.21	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	0.00	1			
8.22	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
8.23	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	-	Cisco	9212.13	1	\$ 9,212.13	\$4,329.70	\$4,329.70
<b>Total List Price</b>								\$	146,163.39
<b>FL Poly Purchase Price</b>								\$	70,538.38

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FL Poly ARC Quote 6 (WiFi)

#	Part Number	Part Description	Service Duration	Contract	List Price	Quantity	Extended List Price	Customer Unit Price	Customer Total Price
9.0	C9130AXI-B	Cisco Catalyst 9130AX Series	-	Cisco	2102.33	110	\$ 231,256.30	\$1,072.19	\$117,940.71
9.1	SW9130AX-CAPWAP-K9	Capwap software for Catalyst 9130AX	-	Cisco	0.00	110			
9.2	AIR-AP-BRACKET-I	802.11 AP Low Profile Mounting Bracket (Default)	-	Cisco	0.00	110			
9.3	AIR-AP-T-RAIL-R	Ceiling Grid Clip for APs & Cellular Gateways-Recessed	-	Cisco	0.00	110			
9.4	CDNA-A-C9130	Wireless Cisco DNA On-Prem Advantage, 9130 Tracking	-	Cisco	0.00	110			
9.4.1	DNA-A-SY-C9130	C9130AX Cisco DNA On-Prem Advantage, 5Y Term, Trk Lic	60	Cisco	0.00	110			
9.5	AIR-DNA-A	Wireless Cisco DNA On-Prem Advantage, Term Lic	-	Cisco	0.00	110			
9.5.1	AIR-DNA-A-SY	Wireless Cisco DNA On-Prem Advantage, 5Y Term Lic	60	Cisco	878.06	110	\$ 96,586.60	\$447.81	\$49,259.17
9.6	PI-LFAS-AP-T	Prime AP Term Licenses	-	Cisco	0.00	110			
9.6.1	PI-LFAS-AP-T-SY	PI Dev Lic for Lifecycle & Assurance Term 5Y	60	Cisco	0.00	110			
9.7	AIR-DNA-A-T	Wireless Cisco DNA On-Prem Advantage, Term, Tracker Lic	-	Cisco	0.00	110			
9.7.1	AIR-DNA-A-T-SY	Wireless Cisco DNA On-Prem Advantage, 5Y Term, Tracker Lic	60	Cisco	0.00	110			
9.8	AIR-DNA-NWSTACK-A	AIR CISCO DNA Perpetual Network Stack	-	Cisco	0.00	110			
9.9	D-CISCODNAS-SEE-T	Cisco DNA Spaces See Term License for Cisco DNA	-	Cisco	0.00	110			
9.9.1	D-CISCODNAS-SEE-SY	Cisco DNA Spaces See Term 5Y	60	Cisco	0.00	110			
9.10	NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	-	Cisco	0.00	110			
9.11	C9130-MULTI	Minimum Quantity = 10	-	Cisco	0.00	110			
								Total List Price	\$ 327,842.90
								FL Poly Purchase Price	\$ 167,139.88

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FL Poly ARC Quote 7 (Phones)

#	Part Number	Part Description	Service Duration	Contract	List Price	Quantity	Extended List Price	Customer Unit Price	Customer Total Price
10.0	CP-8845-K9=	Cisco IP Phone 8845	-	Cisco	577.01	80	\$ 46,160.80	\$323.13	\$25,850.05
11.0	CP-8800-WMK=	Wall Mount Kit for Cisco IP Phone 8800 Series	-	Cisco	87.26	50	\$ 4,363.00	\$40.14	\$2,006.98
17.0	CP-8811-K9=	Cisco IP Phone 8811 Series	-	Cisco	506.77	50	\$ 25,338.50	\$238.18	\$11,909.10
19.0	CP-8865-K9=	Cisco IP Phone 8865	-	Cisco	797.78	2	\$ 1,595.56	\$446.76	\$893.51
20.0	CP-8800-V-KEM=	8800 Series Video KEM, 28 Button	-	Cisco	566.71	2	\$ 1,133.42	\$266.35	\$532.71
							<b>Total List Price</b>		\$ 78,591.28
								<b>FL Poly Purchase Price</b>	\$ 41,152.35

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FL Poly ARC Quote # (N9K-C93180YC-FX)

#	Part Number	Part Description	Service Duration	Contract	List Price	Quantity	Extended List Price	Customer Unit Price	Customer Total Price
12.0	N9K-C93180YC-FX	Nexus 9300 with 48p 1/10/25G, 6p 40/100G, MACsec	-	Cisco	27596.25	2	\$ 55,192.50	\$9,934.65	\$19,869.30
12.0.1	CON-SNT-N93YCFX	SNTC-8X5XNBD Nexus 9300 with 48p	36	Cisco	\$ 3,879.00	2	\$ 7,758.00	\$2,443.77	\$4,887.54
12.1	MODE-NXOS	Dummy PID for mode selection	-	Cisco	0.00	2			
12.2	NKK-AF-PE	Dummy PID for Airflow Selection Port-side Exhaust	-	Cisco	0.00	2			
12.3	NXOS-10.1.1	Nexus 9300, 3000 Base NX-OS Software Rel10.1.1(32-bit)	-	Cisco	0.00	2			
12.4	C1-SUBS-OPTOUT	OPT OUT FOR "Default" DCN Subscription Selection	-	Cisco	0.00	2			
12.5	NXK-ACC-KIT-1RU	Nexus 3K/9K Fixed Accessory Kit, 1RU front and rear removal	-	Cisco	0.00	2			
12.6	NXA-PAC-500W-PE	Nexus NEBs AC 500W PSU - Port Side Exhaust	-	Cisco	0.00	4			
12.7	CAB-9K12A-NA	Power Cord, 125VAC 13A NEMA 5-15 Plug, North America	-	Cisco	0.00	4			
12.8	NXA-FAN-30CFM-F	Nexus Fan, 30CFM, port side exhaust airflow	-	Cisco	0.00	8			

Total List Price \$ 62,950.50  
FL Poly Purchase Price \$ 24,756.84

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FL Poly ARC Quote 9 (Voice gateways)

#	Part Number	Part Description	Service Duration	Contract	List Price	Quantity	Extended List Price	Customer Unit Price	Customer Total Price
13.0	VG204XM	Cisco VG204XM Analog Voice Gateway	-	Cisco	1575.25	2	\$ 3,150.50	\$834.88	\$1,669.77
13.1	SVG2XIPV-15603M	Cisco VG20X Series IOS IP VOICE	-	Cisco	0.00	2			
13.2	CAB-AC	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	-	Cisco	0.00	2			
13.3	CAB-ETH-S-RJ45	Yellow Cable for Ethernet, Straight-through, RJ-45, 6 feet	-	Cisco	0.00	2			
13.4	PWR-30W-AC	Power Supply 30 Watt AC	-	Cisco	0.00	2			
14.0	VG202XM	Cisco VG202XM Analog Voice Gateway	-	Cisco	958.15	1	\$ 958.15	\$507.82	\$507.82
14.1	SVG2XIPV-15603M	Cisco VG20X Series IOS IP VOICE	-	Cisco	0.00	1			
14.2	CAB-AC	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	-	Cisco	0.00	1			
14.3	CAB-ETH-S-RJ45	Yellow Cable for Ethernet, Straight-through, RJ-45, 6 feet	-	Cisco	0.00	1			
14.4	PWR-30W-AC	Power Supply 30 Watt AC	-	Cisco	0.00	1			
15.0	VG310	Modular 24 FXS Port VoIP Gateway with PVDM3-64	-	Cisco	6190.79	1	\$ 6,190.79	\$3,281.12	\$3,281.12
15.1	SVG3XUK9-15903M	Cisco VG3X0 UNIVERSAL	-	Cisco	0.00	1			
15.2	MEM-CF-256MB	256MB Compact Flash for Cisco 1900, 2900, 3900 ISR	-	Cisco	0.00	1			
15.3	CAB-AC	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	-	Cisco	0.00	1			
15.4	PVDM3-64	64-channel high-density voice DSP module	-	Cisco	0.00	1			
15.5	HWIC-BLANK	Blank faceplate for HWIC slot on Cisco ISR	-	Cisco	0.00	1			
15.6	SL-VG3X0-IPB-K9	Cisco VG3X0 IP Base License	-	Cisco	0.00	1			
15.7	SL-VG3X0-UC-K9	Cisco VG3X0 Unified Communications License	-	Cisco	0.00	1			
Total List Price								\$	10,299.44
FL Poly Purchase Price								\$	5,456.78

NOTES: Quote is subject to CDWG Terms and Conditions - <https://www.cdw.com/content/terms-conditions/>



Florida Polytechnic University  
 Ercan Elibol  
[eeelibol@floridapoly.edu](mailto:eeelibol@floridapoly.edu)

CDWG  
 Erin Walther  
[erinwal@cdwg.com](mailto:erinwal@cdwg.com)

9/22/2021

FL Poly ARC Quote10 (switches)

#	Part Number	Part Description	Service Duration	Contract	List Price	Quantity	Extended List Price	Customer Unit Price	Customer Total Price
1.0	WS-C3560CX-12PD-S	Cisco Catalyst 3560-CX 12 Port PoE, 10G Uplinks IP Base	-	Cisco	2934.79	10	\$ 29,347.90	\$1,379.35	\$13,793.51
1.1	CAB-TA-NA	North America AC Type A Power Cable	-	Cisco	0.00	10			
1.2	CMPTCT-CBLE-GRD	Cable Guard for the 3560-CX and 2960-CX Compact Switches	-	Cisco	45.23	10	\$ 452.30	\$24.88	\$248.77
1.3	CMPTCT-DIN-MNT	DIN Rail Mount For 3560-CX and 2960-CX Compact Switch	-	Cisco	100.50	10	\$ 1,005.00	\$55.28	\$552.75
							Total List Price	\$	30,805.20
							FL Poly Purchase Price	\$	14,595.00

NOTES: Quote is subject to CDWG Terms and Conditions - <https://www.cdw.com/content/terms-conditions/>



**Date:** 08/06/2021  
**Customer:** FLORIDA POLYTECHNIC UNIVERSITY  
**Subject:** Cisco Flex On-Prem Named User

**Quote Expiration Date:** 09/06/2021

**Billing Frequency:** Prepaid

**Initial Subscription Term:** 12.00 Months

**Auto-Renewal:** No

**Contact:** CDW Erin Walther  
**Email:** erinwal@cdwg.com  
**Phone:** (312) 705-3291

Cloud Services Description	Unit Quantity	Prepaid Unit Fee	UOM	Prepaid Total Services Fee	Initial Subscription Term Total Service Fee
NU On-Premises Calling Access	34	\$ 24.00	User	\$ 816.00	\$ 816.00
NU On-Premises Calling Professional	132	\$ 67.20	User	\$ 8,870.40	\$ 8,870.40
<b>Total Service Fees</b>		<b>\$ 91.20</b>		<b>\$ 9,686.40</b>	<b>\$ 9,686.40</b>
<b>INCLUDED ITEMS</b>					
Collaboration Flex Plan 3.0	1	\$ 0.00	License	\$ 0.00	\$ 0.00
Basic Support for Flex Plan	1	\$ 0.00	Each	\$ 0.00	\$ 0.00
Unified Communications Manager Smart License - Pro (1)	132	\$ 0.00	User	\$ 0.00	\$ 0.00
Messaging Named User Entitlement (1)	132	\$ 0.00	User	\$ 0.00	\$ 0.00
SRST Endpoints (1)	298	\$ 0.00	User	\$ 0.00	\$ 0.00
Access Smart License (1)	34	\$ 0.00	User	\$ 0.00	\$ 0.00
Unity Connection Smart License (1)	132	\$ 0.00	User	\$ 0.00	\$ 0.00
Emergency Responder Smart License (1)	430	\$ 0.00	User	\$ 0.00	\$ 0.00
On-Premises & Partner Hosted Calling SW Bundle v11.5 (1)	1	\$ 0.00	User	\$ 0.00	\$ 0.00
File Storage Entitlement	2640	\$ 0.00	User	\$ 0.00	\$ 0.00
Pro Pack for Cisco Control Hub Entitlement	132	\$ 0.00	User	\$ 0.00	\$ 0.00



**Prime Contract Change Order Number 014**

Date: 9/17/2021

Florida Polytechnic Applied Research Center

Project # 2318017-000

**To Contractor:**  
Skanska USA Building Inc.  
400 N. Ashley Drive  
Suite 400  
Tampa, FL 33602

**Architect's Project No:** 17.29014.00  
**Contract Date:** 9/11/2019  
**Contract Number:** 2318017-GMP

The Contract is hereby revised by the following items:

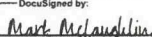
Additional Scope - Mobile Laboratory Casework


AR	CE	Description	Amount
	153	Added Scope of Work - Mobile Casework	\$903,632.00

The original Contract Value was.....	\$36,010,729.00
Sum of changes by prior Prime Contract Change Orders.....	-\$1,585,176.82
The Contract Value prior to this Prime Contract Change Order was.....	\$34,425,552.18
The Contract Value will be changed by this Prime Contract Change Order in the amount of.....	\$903,632.00
The new Contract Value including this Prime Contract Change Order will be.....	<b>\$35,329,184.18</b>
The Contract duration will be changed by.....	0 days
The revised Substantial Completion date as of this Prime Contract Change Order is.....	

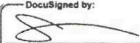
Skanska USA Building Inc.  
CONTRACTOR  
400 N. Ashley Drive  
Suite 400  
Tampa, FL 33602

Florida Polytechnic University  
OWNER  
4700 Research Way  
Lakeland, FL 33805

Address  
BY Mark McLaughlin  
SIGNATURE   
DATE September 30, 2021

Address  
BY President Randy K. Avent  
SIGNATURE   
DATE 9.30.2021

Approved as to Form and Legality:

DocuSigned by:  
  
-C808368E4E524B7  
Florida Polytechnic University - Attorney  
September 30, 2021

*Andrea Cashell*  
Florida Polytechnic University - Procurement  
September 30, 2021



Facilities & Safety Services  
4700 Research Way  
Lakeland, FL 33805-8531

**CONSTRUCTION - ADJUSTED SERVICES REQUEST & APPROVAL  
CONSTRUCTION MANAGEMENT PROJECTS**

<b>Date:</b>	09.17.21	<b>ASA No:</b>	25
<b>Architect/Engineer:</b>	HOK, Inc.	<b>Project Name:</b>	Applied Research Center
<b>To (Contractor):</b>	Skanska USA Building, Inc	<b>Project No:</b>	PC55327/2318017
<b>Address:</b>	400 N Ashely Dr #400 Tampa, FL 33602	<b>PO No:</b>	NA

**YOUR PROPOSAL HAS BEEN ACCEPTED FOR MAKING THE FOLLOWING CHANGES:**

PROPOSED CHANGE		CM Contingency	Bid Package Savings	Sales Tax Savings	Construction Contract DECREASE	Construction Contract INCREASE		
1	DPO Deduct_Aug 2021_Executed 09.01.21 - transfer to Sales Tax Savings	\$0.00	\$0.00	(\$75,849.80)	\$0.00	(\$1,284,571.93)		
2	(CE-153) Added Scope: Mobile Laboratory Casework	\$0.00	\$0.00	\$0.00	\$0.00	\$903,632.00		
3		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
4		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
5		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
6		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
7		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
8		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
9		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
10		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>NOTICE TO PROCEED DATE:</b> 9/23/2019		\$0.00	\$0.00	(\$75,849.80)	\$0.00	(\$380,939.93)		
<b>ORIGINAL CONTRACT SUM:</b> \$8,167,763.00								
<b>Contract Time:</b>	<b>Days</b>	<b>Complete *</b>						
<b>Present Contract:</b>	709	8/31/2021	<b>Present:</b>	\$137,565.14	\$0.00	\$34,593.37	<b>Present Sum:</b>	\$35,710,124.11
<b>This Change:</b>	203		<b>Change:</b>	\$0.00	\$0.00	\$75,849.80	<b>Add / (Deduct):</b>	(\$380,939.93)
<b>New Contract Time:</b>	912	3/23/2022	<b>New:</b>	\$137,565.14	\$0.00	\$110,443.17	<b>New Sum:</b>	\$35,329,184.18

\* Interim Completion Date

THIS ASA IS AN AMENDMENT TO THE AGREEMENT FOR CONSTRUCTION MANAGEMENT (CM) SERVICES, AND ALL CONTRACT PROVISIONS SHALL APPLY UNLESS SPECIFICALLY EXEMPTED. THE AMOUNT AND TIME CHANGES DESIGNATED ARE THE MAXIMUM AGREED TO BY BOTH THE OWNER AND THE CM FOR THIS CHANGE. IN CONSIDERATION OF THE FOREGOING ADJUSTMENTS IN CONTRACT TIME AND CONTRACT SUM, THE CM HEREBY RELEASES OWNER FROM ALL CLAIMS, DEMANDS, OR CAUSES OF ACTION ARISING OUT OF THE TRANSACTIONS, EVENTS AND OCCURRENCES GIVING RISE TO THIS ASA. THIS WRITTEN ASA IS THE ENTIRE AGREEMENT BETWEEN OWNER AND CM WITH RESPECT TO THIS ASA. NO OTHER AGREEMENT OR MODIFICATION SHALL APPLY TO THIS CONTRACT AMENDMENT UNLESS EXPRESSLY PROVIDED HEREIN. CM FEE FOR ASA'S IS 5%

DocuSigned by:  
*Steve Roy Grant*  
ARCHITECT/ENGINEER

DocuSigned by:  
*Sarah Vowels*  
CONSTRUCTION MANAGER

DocuSigned by:  
*John P. Treastelli*  
For the Owner: FPU PROJECT MANAGER

DocuSigned by:  
*David Calhoun*  
For the Owner: FPU DIRECTOR/DESIGNEE

September 29, 2021  
DATE

September 29, 2021  
DATE

September 30, 2021  
DATE

September 30, 2021  
DATE

## CONTINGENCY LOG

Facilities &amp; Safety Services

Project Name: Applied Research Center

Project No. PC 55327 / 2318017

(GMP-01) Initial Project Contingency	\$	295,194.00
(GMP-02) Project Contingency - Add	\$	443,980.00
(PCO-05) Project Contingency - Add	\$	78,642.00
(PCO-011) Project Contingency - Add	\$	24,197.00
(GMP-03) Project Contingency - Add	\$	251,389.00

DATE	ASA NO.	DESCRIPTION	AMOUNT
12.12.2019	01 (AR-001)	Transfer to Curtainwall - Advance for Shop Drawings/Engineering	\$ 53,400.00
01.15.2020	03 (AR-003)	Transfer to Curtainwall - Advance for Mock-up	\$ 4,700.00
02.18.2020	05 (AR-006)	Transfer to Structural Concrete - Advance for Masonry	\$ 117,000.00
02.18.2020	06 (AR-007)	Transfer to P&P Bond - Cover the Cost Overage until GMP-03	\$ 12,062.00
03.03.2020	08 (AR-009)	Transfer to CM Contingency - Advances for Masonry & Curtainwall Shop Drawings	\$ (175,100.00)
03.03.2020	08 (AR-009)	Transfer to Builder's Risk - Advance for Premium Increase	\$ 864.00
05.08.2020	09 (AR-011)	Transfer to Builder's Risk - Policy Overage	\$ 3,534.81
06.04.2020	11 (AR-013)	Transfer to Structural Concrete - Rebar for Atrium Polished Concrete	\$ 1,702.00
06.04.2020	11 (AR-013)	Transfer to Structural Concrete - Stair Nosings	\$ 11,974.00
06.04.2020	11 (AR-013)	Transfer to Exterior Weather Screen - NPS Upgrade	\$ 7,996.00
06.04.2020	11 (AR-013)	Transfer to Exterior Weather Screen - Flat Stock Add	\$ 10,521.00
06.04.2020	11 (AR-013)	Transfer to Structural Concrete - RFI140/150 Curb Changes	\$ 369.00
08.12.2020	(AR 017)	Transfer to CM Contingency - Remaining Amount from Primary Power Allowance	\$ (17,746.41)
08.12.2020	14 (AR-018)	Transfer to Electrical - Advance for Exterior Light Fixtures (Added Scope)	\$ 28,001.57
09.17.2020	15 (AR-020)	Transfer to Electrical - RFI 133.1 Transformer Move	\$ 9,521.90
09.17.2020	15 (AR-020)	Transfer to CM Contingency - RFI 198 Light Fixture Deduct	\$ (249.55)
10.07.2020	16 (AR-021)	Transfer to Sitework - Additional Millings-Access Road/Site Management	\$ 413.42
10.07.2020	16 (AR-021)	Transfer to Doors, Frames & Hardware - RFI 214 Door 1191 Frame Change	\$ 65.35
10.07.2020	16 (AR-021)	Transfer to Strutral Concrete - RFI 195 Curtainwall Shift	\$ 4,700.00
10.07.2020	16 (AR-021)	Transfer to CM Contingency - RFI 225 Taktl Panel Deletion	\$ (7,061.00)
10.07.2020	16 (AR-021)	Transfer to Structural & Misc Steel - Advance for Probel Lifeline (Added Scope)	\$ 7,150.00
10.26.2020	17(AR-022)	Transfer to Signage - Advance for Knox Boxes (Added Scope)	\$ 1,509.77
10.26.2020	17(AR-022)	Transfer to Fireproofing - Extra Prep	\$ 3,150.00
10.26.2020	17(AR-022)	Transfer to Electrical - Generator for TECO Outage	\$ 4,155.18
<del>10.26.2020</del>	<del>17(AR-022)</del>	<del>Transfer to Exterior Weather Screen - Advance for U-Channels (Added Scope)</del>	<del>\$ -</del>
10.26.2020	17(AR-022)	Transfer to Exterior Weather Screen - RFI 161 Expansion Joint (FR)	\$ 3,633.00
10.26.2020	17(AR-022)	Transfer to Electrical - Advance for Site Light Fixture (Added Scope)	\$ 9,982.00
12.01.2020	18(AR-023)	Transfer to Mechanical - 100% Conformed Set	\$ 101,681.00
12.01.2020	18(AR-023)	Transfer to Mechanical - RFI 179 Chilled Beam Color	\$ 1,602.00
12.01.2020	18(AR-023)	Transfer to Mechanical - LEF Upgraded Disconnect	\$ 2,981.00
12.01.2020	18(AR-023)	Transfer to Interior Drywall and Framing - Advance for FR/Double Wall Completion (Added Scope)	\$ 44,911.00
12.01.2020	18(AR-023)	Transfer to Electrical - RFI 234 Added Fire Pull Stations	\$ 2,739.86
12.01.2020	18(AR-023)	Transfer to Mechanical - RFI 218 Added Fire Damper	\$ 375.00
12.01.2020	18(AR-023)	Transfer to Exterior Weather Screen - RFI 183 U-Closures for Louvers	\$ 12,753.00
12.01.2020	18(AR-023)	Transfer to CM Contingency - DEFS w/o Extra Joint Layout	\$ (12,075.00)
12.01.2020	18(AR-023)	Transfer to Exterior Weather Screen - RFI 293 Break Metal at Shop Doors	\$ 3,235.00
01.05.2021	19(AR-025)	Transfer to Exterior Weather Screen - RFI 244 Exposed NPS	\$ 11,693.00
01.05.2021	19(AR-025)	Transfer to Interior Drywall and Framing - Elevator Landing Wall Change	\$ 1,218.00
01.05.2021	19(AR-025)	Transfer to Exterior Weather Screen - U-Channels at the Mock-up	\$ 2,589.00
01.05.2021	19(AR-025)	Transfer to Electrical - Advance for BOH, Shop and Egress Light Fixtures (Added Scope)	\$ 44,579.44
01.05.2021	19(AR-025)	Transfer to Street Sweeping - Added (6) Months of Rental for Equipment	\$ 10,337.00
01.05.2021	19(AR-025)	Transfer to Exterior Weather Screen - Added Stucco at the Dumpster	\$ 3,564.00
01.05.2021	19(AR-025)	Transfer to Interior Drywall and Framing - RFI 261 Elec Door Move	\$ 801.00
01.05.2021	19(AR-025)	Transfer to Doors, Frames & Hardware - Temp Panic Devices for Main Elec Rooms	\$ 1,010.93
01.05.2021	19(AR-025)	Transfer to Strutral Concrete - Transformer Pad	\$ 2,580.00
01.05.2021	19(AR-025)	Transfer to Plumbing - RFI 251 Rm 2241	\$ 4,296.00
01.05.2021	19(AR-025)	Transfer to Plumbing - RFI 231 Rm 2207 & 2209	\$ 4,449.00
02.02.2021	20(AR-026)	Transfer to Exterior Weatherscreen - Taktl Mesh (Added Scope)	\$ 71,568.00
02.02.2021	20(AR-026)	Transfer to Sitework - Loading Dock Drive Asphalt (Added Scope)	\$ 24,909.00
02.02.2021	20(AR-026)	Transfer to Plumbing - Shop Air Compressor (Added Scope)	\$ 49,101.62

02.02.2021	20(AR-026)	Transfer to Fire Protection - Shop Coverage	\$	5,071.50
02.02.2021	20(AR-026)	Transfer to Interior Drywall & Framing - RFI 260 Chimney Effect	\$	316.00
02.02.2021	20(AR-026)	Transfer to Structural Concrete - Dumpster Enclosure Embeds	\$	1,151.00
02.02.2021	20(AR-026)	Transfer to Interior Drywall & Framing - Interior Soffit /Wall Framing Support	\$	27,951.00
03.08.2021	21(AR-027)	Transfer to Misc. Steel (New Contract) - RFI 248 Sagging Tube Steel	\$	4,727.00
03.08.2021	21(AR-027)	Transfer to Plumbing - CA Hose Reels (Added Scope)	\$	22,392.00
03.08.2021	21(AR-027)	Transfer to Doors, Frames & Hardware - Shop Windows (Added Scope)	\$	7,975.94
03.08.2021	21(AR-027)	Transfer to Site Cleanup - Field Labor	\$	29,301.36
03.08.2021	21(AR-027)	Transfer to Exterior Weatherscreen - Taktl Equipment Delay (Added Scope)	\$	6,946.00
03.08.2021	21(AR-027)	Transfer to Doors, Frames & Hardware - Shop Permanent Doors (Added Scope)	\$	26,156.07
03.08.2021	21(AR-027)	Transfer to Painting (Added Scope)	\$	27,810.00
06.21.2021	23 (AR-028)	Transfer to Electrical - Fire Alarm Move in Restrooms	\$	1,369.57
06.21.2021	23 (AR-028)	Transfer to Plumbing - Overflow Drain Collars	\$	1,086.00
06.21.2021	23 (AR-028)	Transfer to Lab Casework - Advance for Shop Drawings (Added Scope)	\$	40,000.00
06.21.2021	23 (AR-028)	Transfer to Structural Concrete - Extra Egress Stair Nosings & Landing Repair	\$	1,695.00
06.21.2021	23 (AR-028)	Transfer to Plumbing - Gas Shut off Valve	\$	2,923.36
06.21.2021	23 (AR-028)	Transfer to Doors, Frames & Hardware - RFI 303 2nd Means of Egress	\$	9,903.17
06.21.2021	23 (AR-028)	Transfer to Interior Drywall & Framing - RFI 328 Impact Board Change	\$	526.00
08.16.2021	24 (AR-029)	Transfer to Interior Drywall & Framing & Electrical - RFI 330 Projector Mount	\$	15,818.84
08.16.2021	24 (AR-029)	Transfer to Electrical - RFI 303, 340 and 351	\$	12,653.95
08.16.2021	24 (AR-029)	Transfer to Interior Drywall & Framing - RFI 347 Wood Blocking for Window Treatments	\$	37,903.00
08.16.2021	24 (AR-029)	Transfer to CM Contingency - Deduct from Interior Framing & Drywall - RFI 338 Ceiling Change	\$	(2,137.00)
08.16.2021	24 (AR-029)	Transfer to Exterior Weatherscreen - RFI 342 Trim Under Perf Panels	\$	6,386.00
			\$	-
			\$	-
			\$	-
<b>Current Contingency Amount</b>			<b>\$</b>	<b>318,329.35</b>

**Mobile Laboratory Casework**

September 17, 2021

Pkg	Package Description	Package Price	PCO-014	Cost / SF 95,000	NOTES
11A	Laboratory Equipment & Casework (Mobile Only)	\$ 833,724	\$ 833,724	\$8.78	
<b>Subtotal Cost of Work:</b>		<b>\$833,724</b>	<b>\$833,724</b>	<b>\$8.78</b>	
LS	General Conditions		\$ -	\$0.00	
LS	Misc. Permits/Fees		\$ -	\$0.00	By Owner
0.00%	Sales Tax		\$ -	\$0.00	By Owner
2.58%	CCIP		\$ 23,314	\$0.25	
1.42%	SDI		\$ 11,839	\$0.12	
3.00%	CM Contingeny		\$ -	\$0.00	
<b>Subtotal:</b>			<b>\$868,877</b>	<b>\$8.78</b>	
4.00%	Fee		\$ 34,755	\$0.37	
LS	Payment & Performance Bond		\$ -	\$0.00	
LS	Builder's Risk		\$ -	\$0.00	
<b>Total:</b>			<b>\$903,632</b>	<b>\$0.00</b>	

**PCO-014 Cost Narrative****11A – Laboratory Casework**

- All Mobile Tables, Cabinets, Benches and Non-Fixed Equipment or Furnishings that the Owner initially elected to purchase directly from Scott Laboratory Solutions at the time of GMP-03, is now included as coordinated in Submittal #123553.18B-02-1.
- Material Costs are held until 09.30.21. If the change order is received after that date, the subcontractor reserves the right to additional vendor pricing as outlined in the attached letter from Scott Laboratory and Mott Manufacturing.

**General Conditions**

No additional General Conditions or Requirements have been included in this Change Order.

**Insurance**

The project insurances will be carried by Skanska until the Substantial Completion Date of 03.23.22 (as established in GMP-03), and at that time the insurance will transfer to the Florida Polytechnic University regardless of whether the mobile scope (included in this change order) is received and installed by that date, or not.

**Schedule Summary**

This change order does not change the current schedule or Substantial Completion Date, but it cannot be guaranteed that the mobile casework order will be received, assembled, and installed prior to March 23, 2022, as the order date is already past the already agreed timeline as established in GMP-03.





Project No.: PC55327

Project Name: FPU - Applied Research Center  
 Architect/Engineer: HOK, Inc. / AEI / Walter P. Moore  
 Prime Contractor: Skanska USA Building, Inc.

Bid Opening Date: 03.12.20

Bid Opening Time: 2:00PM

Bid Opening Location: Skanska Onsite Trailer (4400 Polytechnic Circle Lakeland, FL 33805)

Bid Package (# and name): 11A - Laboratory Equipment & Casework

GMP Budget for Package: \$78,786

**Bid Tabulation by:** Sarah Vasconi Vowels  
 for the Construction Manager (date / initial)

**Bid Tabulation Witnessed by:** \_\_\_\_\_  
 for the Owner (date / initial)

Bidder	Addenda Received	Subs Listed	License Verified	Insurance	P & P Bonds	Base Bid	Alternate			Bid Total	Anticipated or Target Value Direct Purchase
							No. 1	No. 2	No. 3		
Nycom, Inc	N/A	N/A	N/A	N/A	N/A	\$1,691,570	(\$595,408)	(\$1,014,164)	N/A	\$81,998	
Scott Laboratory	N/A	N/A	N/A	N/A	N/A	\$1,846,030	(\$801,410)	(\$1,002,356)	N/A	\$42,264	
Mark Products USA	N/A	N/A	N/A	N/A	N/A	\$1,999,243	N/A	N/A	N/A	N/A	

Scope of Alternates (all alternates must have a typed explanation):  
 Alternate No. 1: Bid Leveling items total - see spreadsheet  
 Alternate No. 2: Shop and BOH/Support spaces only  
 Alternate No. 3:

Clarifications (if any):  
 Use this area as an explanation/clarification as to why a lower bid may not have been used, etc...  
 An allowance for 'Shop Occupancy' was established in PCO-05 for \$78,786; and this scope was purchased from that allowance.  
 Refer to the bid leveling sheets for further clarity of sub bid total.



Tennessee Alabama Georgia N. Carolina S. Carolina Kentucky Indiana Illinois Michigan

To: Skanska  
Ref: FPU Mobility Package pricing

To whom it may concern,

Regarding the updated pricing provided on 6/1/2021, below is a breakdown of the changes making up the price increase in the Mobility package from the original pricing provided on 3/12/2020.

	Cost	Markup	Price
Mott material Increase	\$113,288	10%	\$ 124,616.80
Metro Scope Add - Material	\$ 26,384	10%	\$ 29,022.40
Metro Scope Add - Install	\$ 5,566	0%	\$ 5,566.00
Metro Scope Add - Shipping	\$ 3,166	0%	\$ 3,166.10
	Total Price Increase		\$ 162,371.30

attached is the Mfg letter for backup, detailing the material price increase incurred from the original bid date of 3/12/2020.

The pricing provided on 6/1/2021 is locked with the factory until 10/1/2021, at which point we will need to add the material increases issued after 6/1/2021. As of today this would amount to an additional \$213,950 in material surcharges. A purchase order or change order to the existing contract will be required by 10/1/2021 to hold the 6/1/2021 pricing.

Thank You,

David Pyman  
Scott Laboratory Solutions  
7214 Ball Camp Pike  
Knoxville, TN 37931  
865-539-9112

QUALITY IN PRODUCT · PRECISION IN PROCESS · STRENGTH IN PEOPLE



**RE: Florida Polytechnic Applied Research Center**

Mott has experienced significant increases in the costs of cold rolled steel, currently over double from a few months back and expected to continue on this path for the balance of 2021. While we have investigated all avenues to avoid increasing any costs to our customers, we are now in the position where we need assistance with offsetting the rising material costs we are experiencing. The costs on steel requirement for your project has increased substantially. Your project original steel content has a delta in price increase of \$113,288.00 due to increase in the costs of steel components. Due to the short shelf life of steel, we could not pre-purchase and inventory in advance for this project. This increase has become significantly more than we can absorb unassisted and we are in the unfortunate position of needing to add a surcharge to your orders.

Regards,

A handwritten signature in black ink, appearing to read "Mario DiFonte".

**Mario DiFonte** | Vice President, Sales & Marketing  
[mdifonte@mott.ca](mailto:mdifonte@mott.ca)

QUALITY BY DESIGN

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Tennessee . Illinois . Indiana . Kentucky . Alabama . Georgia . Florida

**Project: Florida Polytechnic Applied Research Center-1<sup>ST</sup> and 2<sup>nd</sup> Floor Adds**  
**Bid Date: 6/01/2021**

It is Scott Laboratory Solutions' pleasure to provide a proposal on the above-referenced project. Our proposal is predicated on furnishing **Mott Manufacturing** laboratory grade casework including materials, construction and finish, and utilizing units of our standard design which duplicates as closely as possible the units and dimensions specified. This proposal is valid for sixty (30) days from the date noted herein. After sixty (30) days, you will need to contact Scott Laboratory Solutions, LLC for a new proposal.

**Fixed Casework amount and scope already approved and included in GMP-03.**

Fixed Casework	<del>\$ 1,338,536.00</del>
Mobile Cabinets, Tables, Benches & Non-Fixed Equipment or Furnishings:	<del>\$ 833,724.00</del>
<b>TOTAL:</b>	<b><del>\$ 2,172,260.00</del></b>
<del>116220-Modular Stainless Equipment Wall - ALTERNATE ADD:</del>	<del>\$ 19,367.00</del>
<del>Omit Greenstone from Epoxy DEDUCT:</del>	<del>\$ 9,514.00</del>
<del>Custom cabinet pull to standard stainless steel wire pull DEDUCT:</del>	<del>\$ 37,186.00</del>

**PRICING NOTE:** BREAKOUT PRICING IS FOR ACCOUNTING ONLY AND DUE TO VOLUME DISCOUNTING THE ENTIRE PROJECT SHOULD BE PURCHASED AS A WHOLE OR PRICING WILL CHANGE.

**Material Included in Bid:**

**Specifications:**

105623-Wire Storage Shelving  
 115300-Laboratory Equipment  
 115313-Laboratory Fume Hoods  
 115319-Laboratory Sterilizers  
 115343-Laboratory Service Fittings  
 115353-Biological Safety Cabinets  
 116220-Modular Equipment Wall-ALTERNATE ADD  
 123553-Metal Laboratory Casework  
 123619-Wood Countertops

**QL drawings dated:** 11/01/2019, Addendum-none, RFI'S - Received (See RFI's with clarifications)

**Rooms:** 115, 116, 124, 1133, 1134, 1135, 143, 144, 145, 148, 1157, 1162, 1163  
 207, 208, 209, 214, 219, 220, 241, 242, 243, 244, 245, 248, 249, 250, 251, 255, 256

## Certificate Of Completion

Envelope Id: 01B14A03E1F84C16A0F4F0CE820D8D16  
 Subject: Please DocuSign: FPU-ARC Prime Contract CO-014\_Added Mobile Casework\_09.29.21.pdf  
 Source Envelope:  
 Document Pages: 9  
 Certificate Pages: 5  
 AutoNav: Enabled  
 EnvelopeId Stamping: Enabled  
 Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Status: Completed  
 Envelope Originator:  
 Sarah Vowels  
 4235 South Stream Boulevard  
 Suite 200  
 Charlotte, NC 28217  
 sarah.vasconi@skanska.com  
 IP Address: 144.57.62.3

## Record Tracking

Status: Original  
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 Holder: Sarah Vowels  
 sarah.vasconi@skanska.com  
 Location: DocuSign

## Signer Events

Sarah Vowels  
 sarah.vasconi@skanska.com  
 Project Manager  
 Skanska USA Building Inc.  
 Security Level: Email, Account Authentication  
 (None)

## Signature

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Syve-Roy Grant  
 syve-roy.grant@hok.com  
 Security Level: Email, Account Authentication  
 (None)

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John P. Trecastelli  
 jtrecastelli@floridapoly.edu  
 Security Level: Email, Account Authentication  
 (None)

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 ID: 21ae712b-e5b7-43ba-9e13-a35e2085259c

David Calhoun  
 dcalhoun@floridapoly.edu  
 Security Level: Email, Account Authentication  
 (None)

DocuSigned by:  
  
 EE11394F4BBF44C...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 71.44.212.98

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 ID: 19b4a2de-8f36-49ae-9c1e-a0ab6974f22e

**Signer Events**

Mark McLaughlin  
 mark.mclaughlin@skanska.com  
 PX  
 Security Level: Email, Account Authentication  
 (None)

**Signature**

DocuSigned by:  
  
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 Signature Adoption: Pre-selected Style  
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**Timestamp**

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 Signed: 9/30/2021 10:09:45 AM

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Alexander Landback  
 alandback@floridapoly.edu  
 Security Level: Email, Account Authentication  
 (None)

DocuSigned by:  
  
 C808368E4E524B7...  
 Signature Adoption: Uploaded Signature Image  
 Using IP Address: 71.40.181.194

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Agent Delivery Events	Status	Timestamp
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Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	9/29/2021 4:08:39 PM
Certified Delivered	Security Checked	9/30/2021 10:28:32 AM
Signing Complete	Security Checked	9/30/2021 10:31:46 AM
Completed	Security Checked	9/30/2021 10:31:46 AM
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If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

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If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

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Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

#### **How to contact Skanska USA Inc.:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [customer.service@skanska.com](mailto:customer.service@skanska.com)

#### **To advise Skanska USA Inc. of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [customer.service@skanska.com](mailto:customer.service@skanska.com) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

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- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to [customer.service@skanska.com](mailto:customer.service@skanska.com) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

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To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

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- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Skanska USA Inc. as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Skanska USA Inc. during the course of your relationship with Skanska USA Inc..

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
November 10, 2021**

**Subject: FY22 Carryforward Spending Plan – Amended**

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**Proposed Committee Action**

Recommend approval of the revised University Carryforward Spending Plan for the 2021-2022 fiscal year to the Board of Trustees.

**Background Information**

The Board of Governors requires that the University's carryforward budget information be approved by the Board of Trustees and provided to the Board of Governors who will review and approve each budget. The Board of Governors does not require approval of revisions but does require approval by the Board of Trustees of the University.

The original carryforward plan used an estimate of pension and other post-employment benefits (OPEB) for FY21 because reports did not become available until September 1<sup>st</sup>. Based on final but pre-audit financials, the University presents a revised carryforward spending plan.

**Carryforward Spending Plan**

Carryforward funds are those education and general funds appropriated by the legislature each year that are not expended during the year received. These funds are then carried over to the succeeding year and are available for use subject to certain restrictions.

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**Supporting Documentation:** FY22 Revised Carryforward Spending Plan

**Prepared by:** Penelope Farley, Assistant Vice President and Controller

# FY 21-22 Carryforward Spending Plan

	Original Submitted to BOG	Revised as of 10-19-21
<b>Carryforward Available</b>	<b>7,677,820</b>	<b>8,950,360</b>
E&G Reserve (BOG 7%)	2,857,536	2,857,536
Advanced Mobility Institute (AMI)	496,365	496,365
Prior Year Obligations	536,138	536,138
IT Leases	384,046	384,046
Leave Payouts	101,853	101,853
Re-Employment Tax	12,498	12,498
FIPR Building	2,000,000	3,658,198
OPS	1,289,384	903,726
<b>Total Projected Uses</b>	<b>7,677,820</b>	<b>8,950,360</b>

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
November 10, 2021**

**Subject: Contracts Over \$200,000**

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**Proposed Committee Action**

Information only – no action required.

**Background Information**

A report will be given on existing and active procurement contracts in excess of \$200,000 with spend-to-date information. At this time, there are no new contracts in excess of \$200,000.

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**Supporting Documentation:** Active Contracts in Excess of \$200,000

**Prepared by:** Andrea Cashell, Director of Procurement

**All active contracts in excess of \$200,000  
Nov-21**

Vendor	Contract Type	Start Date	End Date	Original Amt	Total Spend
4Imprint	Promotional Products	8/22/2017	2/21/2022	\$ 250,000.00	\$ 202,065.00
Adobe, Inc.	Software - Adobe Pro and Adobe Sign; new contract combined both licenses	10/27/2019	10/26/2022	\$202,322	\$134,881
AT&T Mobility II LLC	Voice and Data Services for the Emergency Call Towers	1/4/2021	6/30/2024	\$108,703	\$12,319
Bright House Networks LLC	High Speed Communications Service	10/28/2013	10/27/2023	\$1,444,400	\$885,283
CampusLogic	Comprehensive student financial success platform	9/5/2019	8/31/2024	\$284,200	\$164,200
Capture LLC	Recruitment Services	7/29/2019	6/30/2022	\$225,812	\$215,362
Clark Nikdel Inc.	Creative Services	7/1/2018	6/30/2023	\$1,500,000	\$882,518
Education Advisory Board (EAB)	Education Data Hub software platform, support & maintenance	1/1/2021	12/31/2023	\$495,558	\$163,000
Elliance, Inc.	Creative Services	3/19/2018	3/18/2023	\$375,000	\$240,010
Global University Systems (GUS)	International Student Recruitment (5 year)	12/6/2018	12/5/2023	\$3,047,682	\$0
Hellmuth Obata and Kassabaum Inc.	HOK - Applied Research Center	10/1/2017	5/30/2022	\$2,949,795	\$2,693,357
Higher One, Inc. (CashNet) (TransAct)	Cashiering functionality for the University	5/15/2018	5/14/2021	\$336,716	\$206,303
Indie Atlantic LLC	Creative Services	7/1/2018	6/30/2023	\$375,000	\$300,967
Lakeland Regional Medical Center	Student Health Care Services	8/21/2019	8/20/2022	\$225,386	\$106,889
Liberty Lawn Care LLC	Grounds Maintenance (6-month extension due to COVID-19; spend will be higher than original contract amt)	1/28/2016	12/26/2022	\$2,317,965	\$2,463,134
NuPark by Passport	University Parking Management System	3/28/2019	3/27/2026	\$215,100.00	\$94,300
Sachs Media Group	Public Relations (not to exceed contract amount)	6/17/2019	6/6/2024	\$450,000.00	\$120,879
Salesforce.Org	Cloud-based software providing customer relationship management (CRM) services. Software has been utilized by multiple departments since 2015.	10/1/2016	annual renewals	\$82K Ann	\$446,734
Skanska USA Building Inc.	Applied Research Center CM/GMP (include owner direct purchases)	7/1/2018	Until work is completed	\$31M	\$21,481,968
Skanska USA Building Inc.	IST Building Reconstruction	5/22/2019	Until work is completed	\$9.6M	\$9,160,750
Tucker Hall Inc.	Public Relations (not to exceed contract amount)	6/7/2019	6/6/2024	\$450,000	\$50,088
Unit4 Education Solutions Inc	CAMS Student Information System	9/17/2013	Until terminated	\$47 Ann	\$538,298
WFF Facility Services	Custodial Services	1/1/2019	2/15/2022	\$920,243	\$742,765
Workday Inc.	Workday HCM & Finance (Subscription & Delivery Assurance (Renewal)	4/29/2015	4/28/2024	\$2,765,123	\$2,357,359

**NOTES**

1. "As budget allows" means there was no firm fixed Total Value for the Agreement, only estimates based on budget availability.
2. Continuing Service Contracts for architectural, engineering, & construction services are based on multiple releases for minor projects and are limited to \$2 million

**AGENDA ITEM: VIII.**

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
November 10, 2021**

**Subject: BOT Resolution on Powers and Duties of the President**

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**Proposed Committee Action**

Review the existing authorities and recommend approval of the revised draft Florida Polytechnic University Board of Trustees 2021-004 Resolution on Powers and Duties of the President to the Board of Trustees.

**Background Information**

Resolution on Powers and Duties of the President was first adopted on September 16, 2014 and amended on October 31, 2017. The Committee is being asked to review the proposed resolution to see if any changes are warranted. The redlined draft reflects the changes discussed in the last Governance Committee meeting related to procurement agreements.

The Governance Committee has discussed authority as relates to construction contracts and change orders, and settlement of claims and will make recommendations on changes, if any.

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**Supporting Documentation:**

1. Draft Resolution on Powers and Duties of the President

**Prepared by:** Gina DeIulio, VP & General Counsel

**THE FLORIDA POLYTECHNIC UNIVERSITY BOARD OF TRUSTEES**

**Board of Trustees**  
**Resolution ~~2017-003~~2021-**  
**004**

**SUBJECT: Powers and Duties of the President**

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The Florida Polytechnic University Board of Trustees hereby adopts the following Resolution:

**The Florida Polytechnic University Board of Trustees hereby rescinds the prior Board of Trustees Resolution ~~2014-001~~2017-003 and resolves to establish the powers and duties of the President of Florida Polytechnic University as follows:**

The President shall serve as the Chief Executive Officer and Corporate Secretary of the Board of Trustees, and shall be responsible for the operation and administration of the University consistent with the authority delegated as may be made by the Board of Trustees from time to time. In carrying out these powers and duties, the President shall:

**(1) University Administration and Oversight.**

- (a) Organize the University to efficiently and effectively achieve its goals, and periodically review and provide reports to the Board of Trustees on University operations in order to determine how effectively and efficiently the University is being administered and whether it is meeting the strategic goals of the University, including the goals of its strategic plan adopted by the Board of Governors and other strategic goals for advancement of the University endorsed by the Board of Trustees.
- (b) Prepare a strategic plan in alignment with the Board of Governors' system wide strategic plan and regulations, and the University's mission for consideration and approval by the Board of Trustees for submission to the Board of Governors.
- (c) Prepare a multi-year workplan for consideration and approval by the Board of Trustees for submission to the Board of Governors that outlines the University's top priorities, strategic directions, and specific actions and financial plans for achieving those priorities, as well as performance expectations and outcomes on institutional and system wide goals. The workplan shall reflect the University's distinctive mission and focus on core institutional strengths within the context of State University System goals and regional and statewide needs, as well as national and global needs as applicable to the University's mission.
- (d) Prepare and periodically update a policy addressing conflicts of interest for the Board of Trustees and University employees.

(e) Maintain an effective information system to provide accurate, timely, and cost-effective information about the University, and require that all data and reporting requirements of the Board of Trustees and Board of Governors be met.

(f) Take routine administrative actions on behalf of the Board of Trustees related to the development, adoption, amendment or repeal of University regulations, or any action required under the Florida Administrative Procedures Act, Chapter 120, Florida Statutes. This authority does not include the final approval of University regulations.

(g) Propose regulations for approval by the Board of Trustees, when appropriate.

(h) Establish procedures related to data and technology, including information systems, communications systems, computer hardware and software, and networks.

(i) Secure comprehensive general liability insurance and other forms of insurance, as necessary, pursuant to sections 1001.706(4)(d) and 1004.24, Florida Statutes.

(j) Provide for payment of the cost of civil actions against officers, employees, or agents of the Board of Trustees.

(k) Govern traffic on the grounds of the University and in other areas in accordance with law and any mutual aid agreements entered into with other law enforcement agencies.

(l) Establish the program for campus safety and emergency preparedness, including safety and security measures for University personnel, students, and campus visitors.

(m) Close all or portions of the University campus and cease normal operations and services in the event of an emergency, when, in the President's judgment, such action would protect the safety, health and welfare of the University faculty, students and staff, and the University facilities and grounds. In exercising this authority, the President is authorized to determine and assign those employees who are required to provide essential services.

(n) Consult with the Chancellor of the State University System prior to recommending any acquisition, establishment, reclassification, relocation, or closure of additional campuses or special purpose centers to the Board of Trustees.

(o) To serve as Corporate Secretary of the Board of Trustees, and in the capacity of Secretary, shall give notice of all meetings of the Board of Trustees and its committees, set the agenda for meetings of the Board of Trustees in consultation with the chair, record and maintain the minutes of any Board of Trustee or committee meetings, including a record of all votes cast, in accordance with Florida Statutes section 286.011(2) attest to all documents which have been executed by the Board of Trustees, and act as custodian of the Corporate Seal.

(p) Consult with the Board of Trustees in a timely manner on any matters appropriate to its policy-making and fiduciary functions and serve as the University's key spokesperson.



(q) Execute all documents on behalf of the University and the Board of Trustees consistent with law, Board of Governors and Board of Trustees resolutions, rules, regulations and policies and the best interests of the University. No such document may purport to limit any Board of Trustees member's individual discretion in discharging the responsibilities of a Trustee.

**(2) Academic Programs and Student Affairs.**

(a) Propose for adoption by the Board of Trustees, as appropriate, University regulations or policies in areas including, but not limited to:

1. Authorization and discontinuance of degree programs;
2. Articulation and access;
3. Admission and enrollment of students;
4. Minimum academic performance standards for the award of a degree;
5. Student financial assistance;
6. Student activities and organizations;
7. Student records and reports;
8. Antihazing, related penalties, and program for enforcement;
9. Reasonable accommodation of religious observances;
10. Textbook and instructional materials affordability; and
11. Uniform Student code of conduct and related penalties.

Such regulations or policies shall be consistent with any applicable Board of Governors' regulations.

(b) Recommend to the Board of Trustees the establishment and termination of undergraduate and graduate degree programs.

(c) Develop, approve, and implement non-degree, including non-college credit, granting educational programs of the University.

(d) Award degrees, including posthumous, in memoriam and honorary degrees.

(e) Develop, approve, and enter into agreements for student exchange and study abroad programs and implement such programs, including without limitation those that are ancillary to the degree and non-degree, including non-college credit, granting programs of the University.

(f) Establish the internal academic calendar of the University within general guidelines of the Board of Governors.

(g) Govern admissions.

(h) Establish a committee to periodically review and evaluate the student disciplinary system. At least one-half of the members of the committee shall be students appointed in consultation with the student body president.

- (i) Approve the internal procedures of student government organizations.
- (j) Provide purchasing, contracting and budgetary review process for the student government organizations.
- (k) Approve, if necessary, the establishment of an educational research center for child development in accordance with the provisions of section 1011.48, Florida Statutes.
- (l) Administer all aspects of the University intercollegiate athletics program, if any, with periodic reports to the Board of Trustees on the operations of the program including, but not limited to, finances, audit and compliance, and changes in key personnel.

**(3) Personnel.**

- (a) Establish and implement policies and procedures to recruit, appoint, transfer, promote, compensate, evaluate, reward, demote, discipline, and remove personnel, in accordance with regulations and policies of the Board of Trustees and the Board of Governors.
- (b) Consult with the Chair of the Board of Trustees, or other trustee designee, on the hiring, dismissal, and compensation of any person serving in a Vice President capacity or other executive direct report position to the President or the Board of Trustees, and the Chief Audit Executive and Chief Compliance Officer. The President shall also consult with the Board Chair on an annual basis to review the positions covered by this provision and amend the list based on the mission and strategic priorities of the University. The General Counsel, Chief Audit Executive and Chief Compliance Officer shall report to the Board of Trustees and the President.
- (c) Approve travel in accordance with section 112.061, Florida Statutes.
- (d) Serve as the University representative with regard to administering collective bargaining matters; appoint members to the collective bargaining teams to negotiate agreements on behalf of the Board of Trustees; and execute on behalf of the Board of Trustees final agreements approved by the Board of Trustees after ratification by collective bargaining units.

**(4) Financial Management.**

- (a) Keep the Board of Trustees apprised of the financial condition of the University and any direct support organizations certified by the Board of Trustees or affiliated organizations subject to the oversight of the Board of Trustees.
- (b) Prepare an institutional budget request, including a request for fixed capital outlay, and an operating budget for approval by the Board of Trustees.
- (c) Recommend to the Board of Trustees a schedule of tuition and fees to be charged by the University in accordance with the provisions in section 1009.24, Florida Statutes.

(d) Recommend to the Board of Trustees a regulation for the waiver for tuition and fees pursuant to law and regulations established by the Board of Governors.

(e) Account for expenditures of all state, local, federal, and other funds in accordance with guidelines or regulations established by the Board of Governors, and as provided by state or federal law.

(f) In accordance with the provisions of section 1011.40, Florida Statutes, prepare the operating budget of the University as prescribed by law, regulations of the Board of Governors, policies of the Board of Trustees, and provisions of the General Appropriations Act, for approval by the Board of Trustees. The proposed expenditures, plus transfers, and balances shall not exceed the estimated income, transfers, and balances. The budget and each part thereof shall balance. If at any time the unencumbered balance in the education and general fund of the Board of Trustees approved operating budget goes below 5 percent, the President shall provide written notification to the Board of Governors.

(g) Enter into agreements for, and accept, credit card payments or other electronic payments as compensation for goods, services, tuition, and fees.

(h) Establish policies and procedures for the performance of annual internal audits of University finances and operations. All reports generated from such audits must be submitted to the Board of Governors after review and acceptance by the Board of Trustees.

(i) Establish policies and procedures for the implementation of appropriate financial controls, with review by the University's internal auditor.

(j) To authorize budget transfers from depositories or accounts, and sign checks or otherwise authorize payment of legal obligations of the University in accordance with section 1011.42(7), Florida Statutes.

(k) Perform banking transactions, which authority may also be delegated to the Vice President and Assistant Vice President for Administration and Finance, the University Controller and Associate Controller, the University Treasurer, and other positions deemed by the President or senior designee reporting to the President to have responsibility for financial matters.

(l) Employ private attorney services after consulting with the university's General Counsel.

(m) Employ the services of collection agencies when deemed advisable in collecting delinquent accounts and to charge off and settle accounts when uncollectible. The President will annually report the status of accounts receivable charge-offs to the Board, which may be provided through the university's financial statements or reports.

(n) Ensure the Board of Trustees is presented with sufficient information for prudent decision-making for projects subject to the Board of Governors Debt Management Guidelines and Public-Private Partnership Guidelines, and University guidelines.

**(5) Property and Purchasing.**

(a) Administer a program for the maintenance and construction of facilities pursuant to Chapter 1013, Florida Statutes; certify to the Board of Governors or Department of Education, as requested, a project's compliance with the requirements for expenditure of Public Education Capital Outlay funds.

(b) Ensure that all plans for construction, renovation, remodeling, or demolition of any educational or ancillary plants conform to the requirements of the Florida Building Code and the Florida Fire Prevention Code. The President is authorized to submit documents to the Board of Governors or Department of Education, as appropriate, and to award contracts subsequent to and consistent with Board of Trustee approval of the scope, timeframes, funding source, and budget of a survey-recommended project. (F.S. section 1013.371).

(c) Act for the Board of Trustees as custodian of all University property.

(d) Approve and execute contracts for: purchase, sale, lease, license, or acquisition of commodities, goods, equipment, and contractual services; leases of real and personal property; and construction in accordance with Board of Governors' regulations. The acquisition may include purchase by installment or lease-purchase. Such contracts may provide for payment of interest on the unpaid portion of the purchase price.

(e) Approve and execute contracts for the purchase, sale, lease, license or acquisition of commodities, goods, equipment and contractual services, including professional architectural services (Purchasing Agreements) with a contract value up to and including ~~\$500,000~~1,000,000 (contract value includes initial term and all potential renewals).

For Purchasing Agreements where the contract value exceeds ~~\$500,000~~1,000,000, approval of the Chair of the Finance and Facilities Committee ~~Board of Trustees' approval~~ is required prior to executing the Purchasing Agreement. In addition, if there are subsequent amendments to a Purchasing Agreement that would cause the contract value of the agreement to exceed ~~\$500,000~~2,000,000, approval by the Finance and Facilities Committee is required prior to executing the amendments.

~~At each regular~~On an annual basis, the Finance and Facilities Committee ~~meeting, the committee~~ will be provided an update on the current Purchasing Agreements (which shall include the vendor's name and expenditures to date for those contracts awarded) with a contract value in excess of ~~\$200,000~~1,000,000 as an informational item.

Purchasing Agreements related in scope that are with the same vendor shall be aggregated for the purposes of determining approval authority and reporting requirements.

(f) Approve and execute contracts for the lease, rental, or use of real property (Lease Agreements) for University-related purposes where the University is the lessee/renter/user, provided the term of the Lease Agreement does not exceed 5 years or 25,000 square feet.

For Lease Agreements where the agreement exceeds 5 years or 25,000 square feet, the Board of Trustees' approval is required prior to executing the Lease Agreement. In addition, if there are subsequent amendments to a Lease Agreement that would cause the agreement to exceed 5 years or 25,000 square feet, approval by the Finance and Facilities Committee is required prior to executing the amendments.

(g) The President has authority to approve and execute contracts for leasing University real property to a third party, provided the term of the contract does not exceed 3 years.

For contracts where the term exceeds 3 years, the Board of Trustees' approval is required prior to issuing the competitive solicitation or prior to executing the contract.

**(h) Approve and execute contracts for minor construction projects up to \$2,000,000. For construction projects and capital facilities contracts greater than \$2,000,000, the Board of Trustees must approve the project prior to the execution and will authorize the President to sign the contract. In addition, for such construction projects and capital facilities contracts greater than \$2,000,000, the Board of Trustees must approve and authorize the President to sign the contract with the professional architect.**

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**(i) In accordance with the provisions of section 1013.48, Florida Statutes, approve change orders in the name of the Board of Trustees for amounts not exceeding \$100,000. All such approvals shall be for the purpose of expediting the work in progress. The President may approve and execute change orders for an amount exceeding \$100,000 only after consultation with and approval of the chair of the Finance and Facilities Committee, or if the chair has a conflict of interest, the Board Chair's designee. The Board Chair and Vice Chair shall be notified of all change orders and will be included as an informational item on the Finance and Facilities Committee agenda.**

**Change orders exceeding \$100,000 require the approval of the Board of Trustees Finance and Facilities Committee prior to execution.**

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**All change orders shall be reported to the Board of Trustees and entered in to the official minutes as soon as practicable at a regular meeting of the Board.**

(j) Regulate the use, maintenance, protection, and control of, and the imposition of charges for, University-owned or University-controlled buildings and grounds, property and equipment, name trademarks and other proprietary marks, and the financial and other resources of the University.

(k) Adjust property records and dispose of state-owned tangible personal property in the University's custody in accordance with the procedures established by the Board of Trustees. Notwithstanding the provisions of section 273.055(5), Florida Statutes, all moneys received from the disposition of state-owned tangible personal property shall be retained by the University and disbursed for the acquisition of tangible personal property and for all necessary operating expenditures. The University shall maintain records of the accounts into which such moneys are deposited.

(l) Protect, develop, and transfer the work products of University personnel and other University agents and contractors, which authority shall include but not be limited to licensing, assigning, selling, leasing, or otherwise allowing the use of or conveying such work products and securing and enforcing patents, copyrights, and trademarks on such products.

(m) In accordance with section 705.18, Florida Statutes, and Board of Governors' regulation, take charge of any lost or abandoned personal property found on the University campus or on premises owned or controlled by the University or any direct support organization thereof. If the property is not claimed by the owner within 30 days after it is found, or a longer period of time as may be deemed appropriate by the President, the President or his or her designee shall dispose of or make use of the property in accordance with established policies and procedures that best meet the needs of the University.

(n) Prepare a campus master plan for adoption by the Board of Trustees, prepare a campus development agreement for execution by the Board of Trustees, pursuant to section 1013.30, Florida Statutes, and report on progress under the Master Plan.

(o) Recommend for adoption and promulgation by the Board of Trustees, regulations establishing basic criteria related to procurement, including procedures and practices to be used in acquiring commodities and contractual services, in accordance with Board of Governors' regulations.

(p) Exercise responsibility for the fire safety and sanitation of public educational and ancillary plants.

**(6) Miscellaneous Powers and Duties.**

(a) In accordance with section 1004.28, Florida Statutes, and Board of Governors' regulation, recommend to the Board of Trustees for final approval, the creation and certification, as well as the decertification and dissolution, of direct support organizations, and any other affiliated organization of the University whose authorizing legislation, bylaws or agreement with the University so requires, in order to serve the needs or further the interests of the University.

(b) Appoint a representative to the governing boards of each direct support organization or any other affiliated organization of the University. Prior to appointing representatives to the governing boards of direct support organizations or any other affiliated organization of the University, the President shall consult with the chair of the Board, or other trustee designee.

(c) Accept gifts, grants, bequests, and devises on behalf of the university and control the University's fund-raising activities.

(d) In accordance with the terms specified by the donor, to designate the purpose for which, and the location at which, the income and/or principal of a gift shall be used and to make allocations in accordance therewith.

(e) To determine, consistent with any expressed intent of the donor, the purpose for which and the location at which a gift shall be used, to determine whether income and/or principal shall be used,

and to make allocations and reallocation in accordance therewith, to the extent not specified by the donor of a gift.

(f) Establish policies regulating the administration and operation of the University Division of Sponsored Research. The President, or his or her designee, is authorized to negotiate, enter into, and execute research contracts; to solicit and accept research grants and donations; and to fix and collect fees, other payments, and donations that may accrue by reason thereof. The President or his or her designee may negotiate, enter into, and execute contracts on a cost-reimbursement basis and may provide temporary financing of such costs prior to reimbursement from moneys on deposit in a sponsored research development fund, except as may be prohibited elsewhere by law.

(g) All purchases of a division of sponsored research shall be made in accordance with the policies and procedures of the University and the purchasing regulations of the Board of Governors; however, upon certification addressed to the President that it is necessary for the efficient or expeditious prosecution of a research project, the President may exempt the purchase of material, supplies, equipment, or services for research purposes from the general purchasing requirement of the Florida Statutes.

(h) Comply with all applicable laws, rules, regulations, and requirements.

(i) Minimize university risk and manage the university's risk management program.

(j) Delegate in writing to any employee of the University who:

1. is a Vice President with responsibility in an area relating to the subject matter of the delegation; or

2. is a manager with responsibility in an area relating to the subject matter of the delegation who reports directly to a position at or above the level of Vice President; or

3. holds a position at the University that is equivalent in seniority or responsibility to a Vice President or such manager, as determined by the President or the Vice President for Human Resources; or

4. is deemed by the President to have the appropriate capabilities,

provided that the delegation specifies the date of the delegation, the name and title of the delegee, the particular authority or portion of authority being delegated and a copy of such delegation is filed with the delegee and with the Vice President and General Counsel of the University, and a summary table of the delegations is provided to the Board of Trustees. Although the president may re-delegate to appropriate officials, the president retains the final authority and responsibility for the administration of the university and may condition, limit, or revoke any delegated signature authorities at any time. Authorities the President reserves may not be exercised by any other person, unless expressly authorized by administrative policy or presidential directive.

**(k) Initiate, defend, and settle lawsuits and claims and appeal adverse rulings when doing so would be in the best interests of the University. Notice and reports referenced below may be oral.**

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**For settlement of claims up to \$300,000, the President may take action. For settlement of claims greater than \$300,000, but less than \$750,000, the President may take action after consultation with the Chair of the Board of Trustees. For claims above \$750,000, the President will consult with and obtain the approval of the Board Chair prior to taking action and will notify the Board Vice Chair.**

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**The President shall notify all trustees about settlements at or above \$300,000.**

(l) Act on behalf of the University in those instances where Federal law, Florida law, or Board of Governors guidelines or regulations designate the university president as having the authority to act.

(m) Have vested with the University President or President's designee the powers, duties and authority that is vested with the University; to exercise the authority and duties delegated by the Board of Trustees to the President in accordance with University regulations, policies and conditions contained in the Board of Trustees written delegations of authority, and as required by Board of Governors directives and state and federal law.

(n) Perform such other duties as are not retained by the Board of Trustees and as may be necessary or appropriate for the administration of the University, in compliance with any applicable laws, Board of Trustees and Board of Governors' regulations, policies, and resolutions.

(o) Issue directives and executive orders. Such directives and orders shall not violate existing Board of Trustees policies.

(p) Nothing in this resolution should be construed as limiting or divesting the Board of Trustees' right to exercise any authority or responsibility as deemed appropriate.

(q) If any additional contract or other matter of the University, a direct support organization, or other University affiliated entity, beyond ordinary standards and not covered by specific standards, would be considered material to the University and/or a direct support organization or University affiliated entity, including its resources or reputation, or would generate significant media attention, the President or designee is expected to confer with the chair of the Board and to notify the vice chair of the Board. Also, if any matter is expected to generate significant media attention outside of the ordinary course, the President is expected to notify the full Board of Trustees. The chair of the Board and the President shall collaborate over time to support their mutual understanding of this expectation, recognizing that there are judgments involved for both of them.

Adopted by the Florida Polytechnic University Board of Trustees on ~~October 31, 2017~~ November 17, 2021.

Signed: Signed by ~~Frank T. Martin~~Cliff Otto, original is maintained in Board Office  
Frank T. MartinCliff Otto, Chair



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Resolution Presidents Powers and Duties 2017final

DRAFT

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
November 10, 2021**

**Subject: Campus Construction Update**

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**Proposed Committee Action**

Information only – no action required.

**Background Information**

David Calhoun, Assistant Vice President of Facilities and Safety Services, will give a presentation containing a brief overview of the projects in progress and those that are forthcoming.

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**Supporting Documentation:** N/A

**Prepared by:** David Calhoun, Assistant Vice President of Facilities and Safety Services

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
November 10, 2021**

**Subject: Advancement and Foundation Update**

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**Proposed Committee Action**

Information only – no action required.

**Background Information**

Larry Locke, Director of Finance and Development Operations and Foundation COO, will present an update from the Advancement Division.

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**Supporting Documentation:** N/A

**Prepared by:** Kathy Bowman, VP of Advancement and Foundation CEO

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
November 10, 2021**

**Subject: Foundation Q1 Financial Review**

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**Proposed Committee Action**

Information only – no action required.

**Background Information**

Larry Locke, Director of Finance and Development Operations and Foundation COO, will provide the Committee with an update on the Foundation's Q1 financials.

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**Supporting Documentation:**

1. FY22 Statement of Activities – Q1 Budget to Actuals
2. FY22 Statement of Activities – Q1 Year Over Year
3. FY22 Statement of Financial Position – Q1 Year Over Year

**Prepared by:** Larry Locke, Director of Finance and Development Operations, Foundation COO

## Florida Polytechnic University Foundation Inc.

### SUMMARY - FY22 Statement of Activities Budget to Actuals

*July 1, 2021 - September 30, 2021 1st Quarter*

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total	Budget to Actuals	Variance
<b>Revenue</b>	<b>\$10,846.19</b>	<b>\$29,742.97</b>	<b>\$41,048.14</b>	<b>\$81,637.30</b>	<b>\$256,395.00</b>	<b>-68.16%</b>
<b>Expenses</b>						
<b>Operations</b>	\$20,259.37	\$521.10	\$11,109.47	\$31,889.94	\$44,499.97	-28.34%
<b>Advocate</b>	\$45,000.00	\$0.00	\$0.00	\$45,000.00	\$45,270.00	(0.60%)
<b>Scholarships</b>	\$0.00	\$6,020.86	\$0.00	\$6,020.86	\$0.00	0.00%
<b>Salaries/Benefits/Initiatives</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Expenses:</b>	<b>\$65,259.37</b>	<b>\$6,541.96</b>	<b>\$11,109.47</b>	<b>\$82,910.80</b>	<b>\$89,769.97</b>	<b>-7.64%</b>
<b>FY21 Net Asset Gain/Loss:</b>	<b>-\$54,413.18</b>	<b>\$23,201.01</b>	<b>\$29,938.67</b>	<b>-\$1,273.50</b>	<b>\$166,625.03</b>	<b>-100.76%</b>

\* Revenue down 68.16% but donations for Oct. 2021 are already \$280,000

\* Operating expense is down 28.34% from budget



## Florida Polytechnic University Foundation Inc.

### SUMMARY - FY22 Statement of Activities YOY

*July 1, 2021 - September 30, 2021 1st Quarter*

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total	Year over Year	Variance
<b>Revenue</b>	<b>\$10,846.19</b>	<b>\$29,742.97</b>	<b>\$41,048.14</b>	<b>\$81,637.30</b>	<b>\$151,669.35</b>	<b>-46.17%</b>
<b>Expenses</b>						
<b>Operations</b>	\$20,259.37	\$521.10	\$11,109.47	\$31,889.94	\$77,169.87	-58.68%
<b>Advocate</b>	\$45,000.00	\$0.00	\$0.00	\$45,000.00	\$30,000.00	50.00%
<b>Scholarships</b>	\$0.00	\$6,020.86	\$0.00	\$6,020.86	\$0.00	0.00%
<b>Salaries/Benefits/Initiatives</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Expenses:</b>	<b>\$65,259.37</b>	<b>\$6,541.96</b>	<b>\$11,109.47</b>	<b>\$82,910.80</b>	<b>\$107,169.87</b>	<b>-22.64%</b>
<b>FY21 Net Asset Gain/Loss:</b>	<b>-\$54,413.18</b>	<b>\$23,201.01</b>	<b>\$29,938.67</b>	<b>-\$1,273.50</b>	<b>\$44,499.48</b>	<b>-102.86%</b>

\* YOY Revenue is down 46.17% but expected Oct. donation should be over \$300,000

\* Operating expense YOY is down 58.7%; total expense is down 22.64%





## Florida Polytechnic University Foundation Inc.

### SUMMARY - FY22 Statement of Financial Position Year over Year

*September 30, 2021 1st Quarter*

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total	FY21 YOY	Variance
<b>TOTAL ASSETS</b>	<b>\$1,265,125.81</b>	<b>\$3,675,237.51</b>	<b>\$3,799,395.20</b>	<b>\$8,739,758.52</b>	<b>\$7,112,853.53</b>	<b>22.87 %</b>
<b>TOTAL LIABILITIES</b>	\$21,636.79	\$2,753,995.00	\$0.00	\$2,775,631.79	\$2,752,365.13	0.85%
<b>TOTAL FUND BALANCE</b>	\$1,243,489.02	\$921,242.51	\$3,799,395.20	\$5,964,126.73	\$4,360,488.40	36.78%
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$1,265,125.81</b>	<b>\$3,675,237.51</b>	<b>\$3,799,395.20</b>	<b>\$8,739,758.52</b>	<b>\$7,112,853.53</b>	<b>22.87 %</b>
<b>BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS</b>	\$1,271,358.26	\$880,970.77	\$3,568,738.74	\$5,721,067.77	\$4,047,970.23	41.33%
<b>NET SURPLUS/(DEFICIT) &amp; TRANSFER IN/OUT</b>	(\$27,869.24)	\$40,271.74	\$230,656.46	\$243,058.96	\$312,518.17	(22.23%)
<b>ENDING FUND BALANCE</b>	<b>\$1,243,489.02</b>	<b>\$921,242.51</b>	<b>\$3,799,395.20</b>	<b>\$5,964,126.73</b>	<b>\$4,360,488.40</b>	<b>36.78%</b>