

BOARD OF TRUSTEES

Finance & Facilities Committee Meeting Agenda

Monday, May 23, 2022

2:30 PM – 4:45 PM

(or upon conclusion of the Academic & Student Affairs Committee meeting)

Florida Polytechnic University
Applied Research Center & via WebEx

Dial in: 1-415-655-0001 | Access code: 2438 347 7145#

MEMBERS

Beth Kigel, Chair
Melia Rodriguez

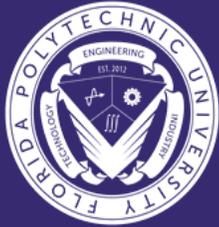
Gary Wendt, Vice Chair

Cliff Otto

AGENDA

- | | | |
|------|---|--|
| I. | Call to Order | Beth Kigel, Chair |
| II. | Roll Call | Kristen Wharton |
| III. | Public Comment | Beth Kigel |
| IV. | Approval of February 9, 2022 Minutes
<i>*Action Required*</i> | Beth Kigel |
| V. | Finance and Facilities Committee Work Plan Review | Beth Kigel |
| VI. | Campus Facilities | |
| A. | Campus Construction Update | David Calhoun, AVP
Facilities and Safety Services |
| B. | Deferred Maintenance Program Spend Plan FY23 | David Calhoun |
| C. | Educational Plant Survey (EPS) 2022-2027
<i>*Action Required*</i> | Dr. Allen Bottorff
VP & Chief Financial Officer |
| D. | Capital Improvement Plan (CIP)
<i>*Action Required*</i> | Dr. Allen Bottorff |
| E. | Florida Poly Finance Corporation
<i>*Action Required*</i> | Melaine Schmiz
Associate General Counsel |
| F. | Prime Contract No. CO18 Skanska Change Order: Applied Research Center (ARC)
<i>*Action Required*</i> | Dr. Allen Bottorff |

- VII. University Finance and Budget
- A. [University FY22 Q3 Financial Update](#) Penney Farley, AVP & Controller
 - B. [University Operating Budget FY23](#)
Action Required Dr. Allen Bottorff
 - C. [Florida Polytechnic University Board of Trustees Debt Management Policy](#)
Action Required Dr. Allen Bottorff
 - D. [Compass Group USA, Inc. \(Chartwells\) Food Services Contract Amendment No. 5](#)
Action Required Dr. Allen Bottorff
- VIII. [Legislative Affairs Update](#) Lauren Mariano
Legislative Affairs Officer
- IX. [Legislative Budget Request \(LBR\) FY24](#)
Action Required Dr. Terry Parker, EVP & Provost
- X. Advancement and Foundation
- A. [Advancement and Foundation Update](#) Kathy Bowman, VP
Advancement & Foundation CEO
 - B. [Foundation FY22 Q3 Financial Update](#) Larry Locke, Director
Advancement Operations &
Foundation COO
 - C. [Foundation Operating Budget FY23](#) Larry Locke
 - D. [Foundation's Planned Uses of University Personnel and Property \(FY23\)](#)
Action Required Larry Locke
- XI. Closing Remarks and Adjournment Beth Kigel



Finance & Facilities Committee Meeting

DRAFT MEETING MINUTES

Wednesday, February 9, 2022
10:30 AM – 12:00 Noon

Florida Polytechnic University WEBEX TELECONFERENCE MEETING

I. Call to Order

Committee Chair Beth Kigel called the Finance and Facilities Committee meeting to order at 10:30 a.m.

II. Roll Call

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

Other Board Members present: Trustee Bob Stork, Trustee Mark Bostick

Staff present: President Randy Avent, Kathy Bowman, Gina DeIulio, Dr. Kathryn Miller, Dr. Tom Dvorske, Penney Farley, Andrea Cashell, David Blanton, David Calhoun, Mike Dieckmann, Larry Locke, Melaine Schmitz, Alex Landback, Andrew Konapelsky, Lydia Guzman, Laura Marrone, Maggie Mariucci, John Causey, Kimberly Abels, Michele Rush, and Kristen Wharton.

Other Guests present: Kevin Mara, Brailsford & Dunlavey, Inc.

III. Public Comment

There were no requests received for public comment.

IV. Approval of Minutes

Trustee Cliff Otto made a motion to approve the Finance and Facilities Committee meeting minutes of November 10, 2021. Trustee Samantha Ashby seconded the motion; a vote was taken, and the motion passed unanimously.

V. Finance and Facilities Committee Work Plan Review

Penney Farley, AVP and University Controller, reviewed the Finance and Facilities Committee Work Plan. There was no discussion on this item.

VI. University FY22 Q2 Financial Update

Farley presented the second quarter financials. According to the FY22 Net Position chart, cash and investment assets are primarily being used for Property, Plant and Equipment (PP&E) for the Applied Research Center (ARC). Receivables and current liabilities are affected by the construction draws. Noncurrent liabilities include an increase in pension and a decrease in OPEB.

Farley presented the same FY22 Net Position chart without the ARC financials included, although the ARC construction affects the University's balance sheet. The \$14M in PECO funds awarded to the University for the ARC this year has not yet been drawn down; however, Farley did receive notice in late December 2021 that \$12M could now be encumbered. Therefore, the University has been funding the ongoing ARC construction until the PECO funds are available. Committee Chair Beth Kigel thanked Trustee Gary Wendt for the suggestion of viewing the University's net position without the ARC construction funds.

Farley also reviewed year-over-year variances and budget to actual figures. Board Chair Cliff Otto inquired about supply chain issues in reference to CARES funds. Farley stated the majority of PP&E is spent on technology purchases, many of which are backlogged until July or August 2022. The University cannot spend the funds because the equipment is not available to be shipped.

Farley reviewed the University's carryforward balances. Two million dollars in Education and General (E&G) carryforward will be moved over to Capital to construct the new Engineering (FIPR Institute) building. Funds in Capital will then be sufficient to complete the Engineering building as well as finish the reclaimed water infrastructure.

Finally, Farley reviewed balances of the HEERF (CARES) funding, both for institutional funding and financial aid funding. She intends to request up to a 12-month extension beyond May 17, 2022, for spending the remaining funds.

VII. Contracts Over \$2,000,000 (Liberty Lawn Care, LLC)

Farley reviewed the details of the contract with Liberty Lawn Care. The contract includes the option to renew for two one-year periods beyond the initial contract period of three years. Committee Chair Kigel inquired if there is any significant increase in their fees. David Calhoun replied there is actually a cost savings due to refining the scope of the contract.

Trustee Samantha Ashby made a motion to recommend approval to the Board of Trustees of a five-year agreement with Liberty Lawn Care, LLC, with total contract value not exceeding \$2,509,370.00 over the course of five years. Trustee Cliff Otto seconded the motion; a vote was taken, and the motion passed unanimously.

VIII. Campus Construction Update

David Calhoun, AVP Facilities and Safety Services, reported the ARC remains in budget and furniture move-in is scheduled to occur in the next seven weeks. March 23, 2022 is substantial completion with final completion on May 22, 2022.

The Engineering Building 1 (FIPR Institute) will be 20k gross square feet in size with a project cost of \$9.8M. Currently, the design criteria package is in progress. Site work should begin late summer or early fall 2022. An Invitation to Negotiate (ITN) for both design and construction will be posted on the University's website.

The design for the P3 building progresses and to date meets the University's standards. Several renderings of the building were shared with trustees. August 22, 2022 is the scheduled start date for construction.

Calhoun stated the full Board of Trustees will be asked to approve and adopt the final Campus Master Plan for 2021-2031. Agency responses have been incorporated in the final plan where applicable. Additionally, the Educational Plant Survey (EPS) was conducted in December and Calhoun will meet with BOG staff in March for the needs assessment review where they validate the space surveyed in December. From there, future space needs will

be determined.

Trustee Samantha Ashby inquired if there are any plans for additional parking with two additional buildings slated for construction. Calhoun replied there is a parking garage listed on the CMP, however, parking studies will be conducted in the future to determine the need.

IX. Ground Lease Agreement with Ryan Companies USA, Inc.

Andrea Cashell, Director of Procurement, presented the fully negotiated ground lease agreement for approval. She provided a brief historical background of the earlier approvals by the BOT and the BOG of the draft version of the agreement. The agreement will be between Florida Poly and HS Poly Research, LLC, a subsidiary of Ryan Companies, and International Flavors & Fragrances (IFF) will be the sub-tenant. Ryan and the University have only revised the exhibits attached to the previously approved draft ground lease agreement; no other substantive changes to the ground lease were made.

Trustee Cliff Otto made a motion to recommend to the Board of Trustees the approval of the ground lease agreement with Ryan Companies USA, Inc., for the development of a previously approved P3 research facility on the campus of Florida Polytechnic University which will be subleased by International Flavors and Fragrances, Inc. Trustee Samantha Ashby seconded the motion; a vote was taken, and the motion passed unanimously.

X. Advancement and Foundation Update

Kathy Bowman, VP Advancement, presented her quarterly update. Included were reviews of the holiday reception for donors, alumni engagement, and the Corporate Impact Network. She also announced the first Florida Polytechnic University Giving Day on Pi Day, March 14.

Bowman then gave an update on the activities of the University Foundation and fundraising efforts. Donations are projected to be greater in 2022 than in 2021. With the implementation of fundraising software "Raiser's Edge" a little over a year ago, Bowman is better able to analyze data and forecast future fundraising goals. Currently, there is \$34.3M in the Foundation's giving pipeline and \$1.5M in revenue has been received year-to-date, with an additional \$2.5M in pledges.

Committee Chair Kigel inquired if there is any kind of formula or accepted targets related to the total pipeline in terms of a good percentage to close. Bowman said it is harder to set benchmarks as a younger university with just ten years of history. Next year when fiscal year 2023 begins, Bowman could make a projection based on the past three years of history.

XI. Approval of Foundation Board Appointment

Bowman requested the Committee recommend approval to the Board of Trustees the confirmation of Ana Wood for a two-year Foundation Board of Directors term. Her term was approved by the University Foundation Board of Directors on February 4, 2022.

Trustee Samantha Ashby made a motion to recommend approval to the Board of Trustees of the appointment of Ana Wood to the Florida Polytechnic University Foundation Board. Trustee Cliff Otto seconded the motion; a vote was taken, and the motion passed unanimously.

XII. Foundation FY22 Q2 Financial Update

Larry Locke reviewed the University Foundation's FY22 second quarter financials, including budget to actuals and a statement of activities year-over-year (YOY). The Foundation's

revenue was above \$1M at the end of the second quarter. Operation expenses are up 68% due to consultant fees for the upcoming fundraising campaign and expenses for a spring named scholarship. Additionally, as a Direct Support Organization (DSO), the Foundation is under audit as are all state universities. This involves an expense of just under \$10k.

Regarding the Statement of Activities YOY, it appears the Foundation is behind at the end of December 2021. However, giving was weaker in December 2021 compared to December 2020, but January 2022 was stronger than January 2021.

The Statement of Financial Position YOY shows assets are up 9.23% due to increased giving, and the ending fund balance is up 13.72%.

XII. Closing Remarks and Adjournment

With no further business to discuss the meeting adjourned at 11:30 a.m.

**Florida Polytechnic University
Finance and Facilities Committee
Board of Trustees
May 23, 2022**

Subject: Finance and Facilities Committee Work Plan Review

Proposed Committee Action

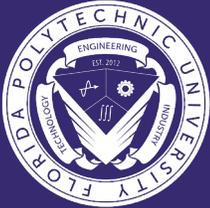
Review only. No action required.

Background Information

Trustee Beth Kigel, Finance and Facilities Committee Chair will review the Committee's 2021-2022 Committee Work Plan.

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

Prepared by: Kristen Wharton, Assistant Secretary, University Board of Trustees



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
May 23, 2022**

Subject: Campus Construction Update

Proposed Committee Action

Information only – no action required.

Background Information

ARC is 92% complete, and fully funded. Florida Polytechnic University is working to validate and procure all remaining purchases and scheduled sequencing of move/occupancy. Final punch out is in progress, and the final completion date is to be determined.

The Mechanical Industrial Shop (Environmental Engineering) is proposed to be adjacent to the Applied Research Center, with a building footprint of 20,000 gsf, and an additional 20,000 gsf of structural shell space as a second floor. One of the University's Continued Service Provider design consultants has been selected to prepare an Advanced Schematic Design for the project, as required for a design-build construction delivery method like this 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.

The presentation shown during the meeting will give a brief overview of the projects in progress and those forthcoming.

Supporting Documentation: PowerPoint

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



**FLORIDA POLYTECHNIC
UNIVERSITY**

Campus Construction Update

David Calhoun

May 23, 2022



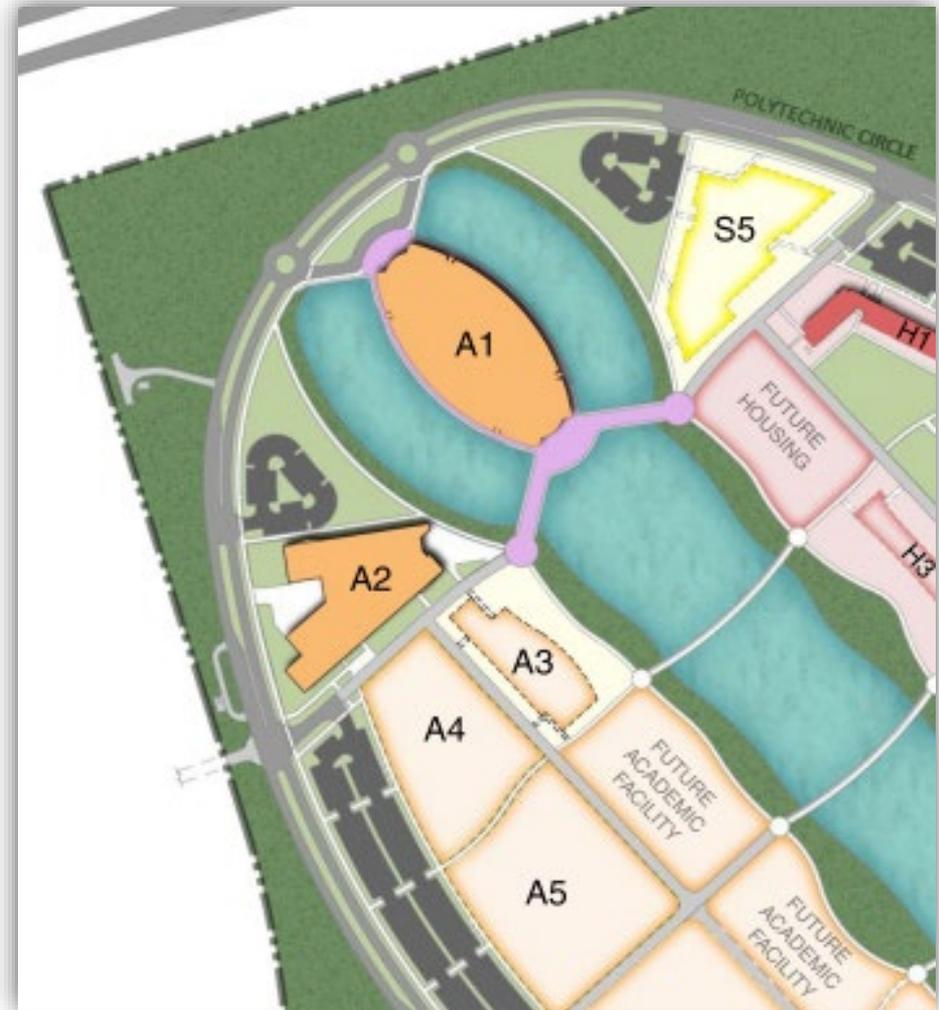
ARC Overview

- **Project budget \$47.4M**
- **Funded to Date**
 - PECO funding 16-17 (\$5.0M)
 - PECO funding 17-18 (\$2.0M)
 - PECO funding 21-22 (\$14.9)
 - CF funding 16-17 (\$5.0M)
 - CF funding 18-19 (\$17.9M)
 - CF funding 19-20 (\$2.4M)
 - CITF funding (\$200K)
- **Est. Operation (\$2.0M)**
- **Completion**
 - Substantial Comp.: 05-23-22
 - Final Comp.: 07-22-22
- **Building size**
 - New NAS (66,861) vs. (60,786)
 - New GSF (96,600) vs. (85,100)



Mechanical Shop Building (Environmental Engineering)

- **Project budget (CIP)**
\$14.7M
- **Funded to Date**
 - \$9,793,615
- **Est. Operation (\$200K)**
- **Est. Completion**
 - TBD
- **Building size**
 - 1st Floor - 20,080 Gross Square Footage
 - 2nd Floor - 20,000 Gross Square Footage of future shell space
- **Status**
 - Design Criteria Package is in progress and near completion
 - Design Build ITN in progress





FLORIDA POLY

Public Private Partnership





Public Private Partnership

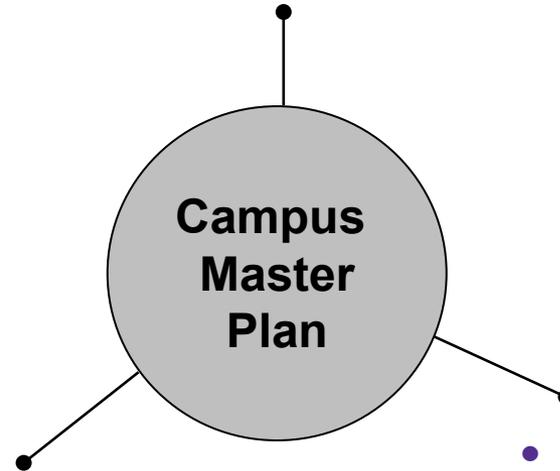


The Design Development Package has been received, and the University's review has been completed. Our review consisted of the integration to our campus amenities, code compliance, and compliance with our Campus Design Standards. August 2022 is the scheduled construction start date.

Campus Planning and Approval Documents

- **State Government**

- Capital Improvement Plan (CIP)
- Fixed Capital Outlay (FCO)
- Legislative authority to construct



- **Host Local Government(s)**

- 90-day review period
- Campus Development Agreement

- **State University System**

- Capital improvement list for PECO
- Educational Plant Survey
- BOG Needs Assessment

Campus Master Plan is the central document used by various agencies to govern campus construction

Campus Planning and Approval Documents

Campus Master Plan

- Agency reviews are complete, and comments have been received/incorporated
- The final draft was adopted by the Board of Trustees on February 16, 2022

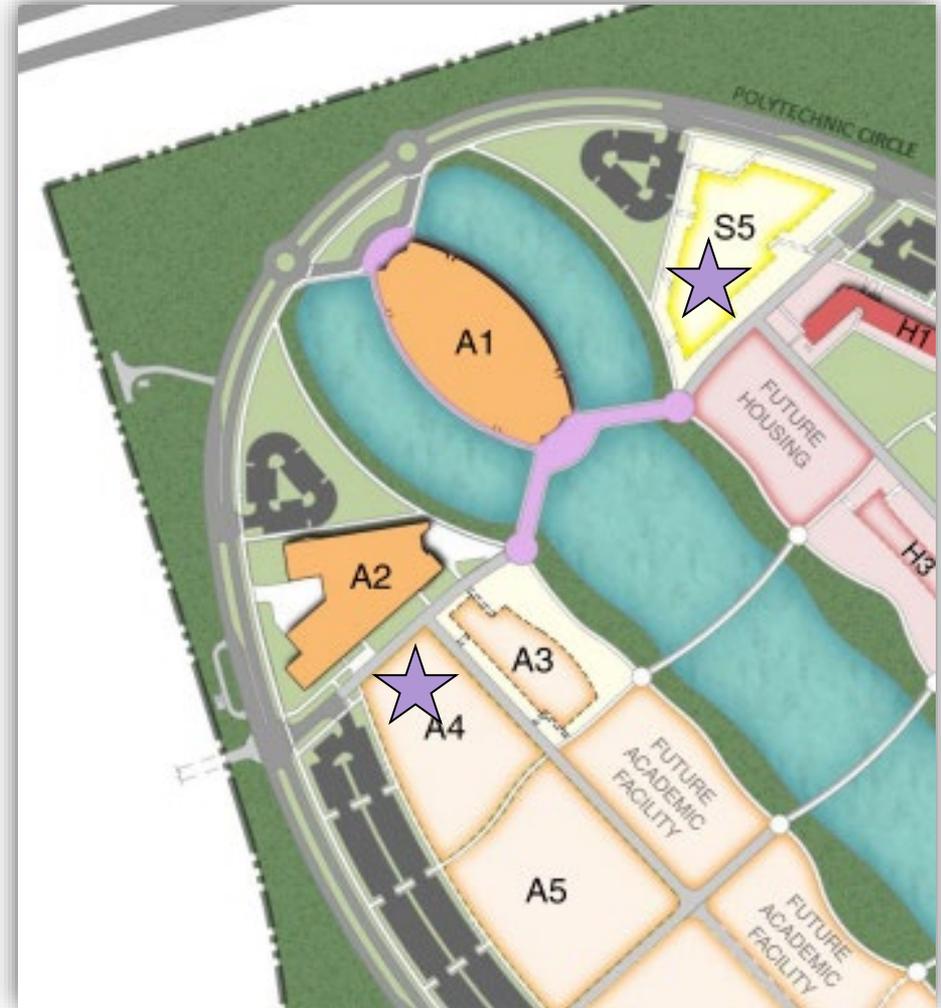
Educational Plant Survey

- The Educational Plant Survey consists of two phases (*Space Validation and Needs Assessment*)
- The *Space Validation* was completed on December 7-8, 2021 and includes a survey of University operated facilities
- The *Needs Assessment* was completed on April 12, 2022 and determines our space needs based on student FTE
- Deficits in space then resulted in a survey recommendation



Educational Plant Survey

- **(A4) Mechanical Shop Building (Environmental Engineering)**
 - Survey recommended
- **(S5) Student Achievement Center**
 - Survey recommended, with an exception to move Poly South staff on campus.





Summary

- **Applied Research Center**
 - Substantially complete, and in budget
 - On target for a July 22, 2022, Final Completion
- **Mechanical Shop Building (Environmental Engineering)**
 - Advanced Schematic Design is in progress, to support an expedited schedule utilizing a Design Build construction method
 - ITN is in progress
- **Public Private Partnership (IFF)**
 - Design is in progress, and concepts have been received for University review & compliance
 - Construction Start Date is August 2022
- **Campus Master Plan - Educational Plant Survey**
 - The *Needs Assessment* concluded with two survey recommendations,
 - 1) Mechanical Shop Building (Environmental Engineering) and
 - 2) Student Achievement Center

**Florida Polytechnic University
Finance and Facilities Committee
Board of Trustees
May 23, 2022**

Subject: 2022-2023 Deferred Maintenance Program Spend Plan

Proposed Committee Action

Information only – No action required.

Background Information

In the current HB 5001, specifically Section 197 – Deferred Building Maintenance Program, the 2022 Legislature appropriated funds to help address the State University System deferred capital needs. Florida Polytechnic University’s allocation is \$3,197,900, and the attached spend plan reflects eligible capital improvements to the University, that were submitted to the BOG May 20, 2022.

Supporting Documentation: 2022-2023 Deferred Maintenance Program Presentation

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

Deferred Building Maintenance Program																		
Project Listing										Budget Detail			For Projects not included in CIP					
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
Priority #	Agency/ Institution Name (Abbreviated)	Agency / Institution Contact Name	Agency / Institution Contact Email	Project Title	Project Location/Campus	Facility/Building	Requested Funding Amount	Description of Project (include ARP goals)	Compliance with Proviso (Add all that apply from tab Field Definitions)	Budget Entity Number (Number Only)	Budget Entity Title	CIP D-3A Issue #	Justification as to why project should be considered	Facility Type	Service Load	Planned Use Factor	User Station	Space Factor
1	FPU	Allen Bottorff	abottorff@florida.edu	Chiller Expansion	4545 Polytechnic Circle, Lakeland FL 33805	Campus Control Center	\$ 690,040	Addition of Redundant Chiller	Air quality, critical life safety, improve energy efficiency	N/A	N/A	N/A	The addition of a chiller allows for redundant coverage for all cooling needs across campus. Additionally, there are gained utility efficiencies through chiller cycling and operating equipment at optimal efficiencies.	Campus Support	Campus (Students, Faculty, and Staff)	N/A	Campus (Students, Faculty, and Staff)	N/A
2	FPU	Allen Bottorff	abottorff@florida.edu	CCC Expansion	4545 Polytechnic Circle, Lakeland FL 33805	Public Safety and Operations Center	\$ 2,507,860	Expansion of the CCC to include replacement space for Public Safety, Facilities and Safety Services, and Information Technology.	Replace existing temporary modulars with a permanent hardened structure for Police, Facilities and Safety Services, and Information Technology. Provide for critical life safety response for mission essential staff, and first responders, to allow for efficient/effective management of unforeseen emergencies.	N/A	N/A	N/A	Currently Florida Polytechnic Police, Facilities and Safety Services, and Information Technology reside in leased trailers. The expansion of the CCC will allow for the trailers to be replaced with a hardened building suitable for emergencies, and natural disasters.	Campus Support	Campus (Students, Faculty, and Staff)	N/A	Campus (Students, Faculty, and Staff)	N/A
3										N/A	N/A	N/A						
4										N/A	N/A	N/A						
5										N/A	N/A	N/A						
6										N/A	N/A	N/A						
7										N/A	N/A	N/A						
8										N/A	N/A	N/A						
9										N/A	N/A	N/A						
10										N/A	N/A	N/A						
11										N/A	N/A	N/A						
12										N/A	N/A	N/A						
13										N/A	N/A	N/A						
14										N/A	N/A	N/A						
15										N/A	N/A	N/A						
16										N/A	N/A	N/A						
17										N/A	N/A	N/A						
18										N/A	N/A	N/A						

**Florida Polytechnic University
Finance and Facilities Committee
Board of Trustees
May 23, 2022**

Subject: Florida Polytechnic University Educational Plant Survey 2022-2027

Proposed Committee Action

Recommend approval of the Florida Polytechnic University Educational Plant Survey (EPS) 2022-2027 to the Board of Trustees.

Background Information

In Florida, all public school districts, colleges, and state universities are required to conduct an EPS at least once every five years using "uniform data sources and criteria" (s. 1013.31, Florida Statutes). An EPS is a systematic and comprehensive study of each institution's sites, buildings, and site improvements required to operate the facilities. This process includes a review of both 1) the existing educational and ancillary facilities, and 2) anticipated future needs for repair, expansion, and/or demolition. Further, the EPS is a safeguard mechanism to ensure that Public Education and Capital Outlay (PECO) dollars, and the assets constructed with those dollars, are being directed appropriately toward demonstrated need.

The EPS is undertaken collaboratively by the EPS Survey Team, which consists of university staff of the university being surveyed, Board of Governors' staff, and staff from other state universities. The final EPS Report must be approved by both the local Board of Trustees as well as the Board of Governors. The EPS is one of three foundational, long-range planning documents – the EPS, the Campus Master Plan, and the 5-year Capital Improvement Plan.

Below are the required EPS elements:

- Recommendation(s) for existing facilities
- Recommendation(s) for new facilities
- Projected capital outlay, full-time equivalent student enrollment
- Inventory of existing sites and facilities

The Florida Polytechnic University Educational Plant Survey includes two recommendations for future facilities 1) Mechanical Shop Building (Environmental Engineering), and 2) Student Achievement Center. The recommendation of the Student Achievement Center comes with an exception that provides for vacating Polk State College's Lakeland Campus, bringing all functions on main campus.

Supporting Documentation: Florida Polytechnic University Educational Plant Survey

Prepared by: Dr. Allen Bottorff, Vice President and Chief Financial Officer, and;
David Calhoun, Assistant Vice President of Facilities and Safety Services



Educational Plant Survey

Effective

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EDUCATIONAL PLANT SURVEY OVERVIEW

In Florida, all public school districts, colleges and state universities are required to conduct an Educational Plant Survey (EPS) at least once every 5 years using “uniform data sources and criteria”(Section 1013.31, Florida Statutes). An EPS is a systematic and comprehensive study of each institution’s sites, buildings, and the site improvements required to operate the facilities. This includes a review of both the 1) existing educational and ancillary facilities and 2) anticipated future needs for repair, expansion and/or demolition. The EPS is a safeguard mechanism to ensure that PECO dollars, and the assets constructed with PECO dollars are being directed appropriately towards needed educational buildings.

The EPS is undertaken collaboratively by the EPS Survey Team, which consists of staff of the university being surveyed; Board of Governors’ staff; and staff from other universities. The final EPS Report must be approved by both the local Board of Trustees as well as the Board of Governors. The EPS is one of 3 long-range planning documents – the EPS, the Campus Master Plan and the 5 Year Capital Improvement Plan.

Required EPS Elements

- Recommendation(s) for existing facilities
- Recommendation(s) for new facilities
- Projected capital outlay full-time equivalent student enrollment
- Inventory of existing sites and facilities

The procedures to be used in conducting each EPS are specified by the Chancellor’s Office.



ENROLLMENT PLANNING

Fall Headcount Enrollment by Student Level [all degree-seeking students, all campuses]

UNDERGRADUATE	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
ACTUAL	1,282	1,439	1,389	1,267	1,294
APPROVED GOALS	.	.	1,441	1,283	1,300	1,375	1,550	1,700	1,850	.
PROPOSED GOALS	1,390	1,570	1,781	2,044	2,210
GRADUATE	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
ACTUAL	31	17	33	48	72
APPROVED GOALS	.	.	23	51	59	72	83	85	85	.
PROPOSED GOALS	67	57	64	69	74

Fall Headcount Enrollment by Student Type [all degree-seeking students, all campuses]

UNDERGRADUATE	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
FTIC: New	459	316	319	277	319	336	379	407	540	613
FTIC: Returning	585	839	818	765	735	810	933	1082	1196	1264
Transfer: FCS w/ AA	69	86	96	124	138	128	146	160	167	179
Transfer: Other	142	165	135	89	88	97	98	110	119	132
Post-Baccalaureates	27	33	21	12	14	19	20	22	22	22
Subtotal	1,282	1,439	1,389	1,267	1,294	1,390	1,576	1,781	2,044	2,210
GRADUATE	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Master's	31	17	33	48	72	67	57	64	69	74
Research Doctoral	0	0	0	0	0	0	0	0	0	0
Professional Doctoral	0	0	0	0	0	0	0	0	0	0
Subtotal	31	17	33	48	72	67	57	64	69	74
TOTAL	1,313	1,456	1,422	1,315	1,366	1,457	1,633	1,845	2,113	2,284

Note: This table reports the number of students enrolled by student type categories. These headcounts only include those seeking a degree – unclassified students (e.g., dual enrolled) are not included. The student type for undergraduates is based on the 'Type of Student at Most Recent Admission'. The First Time in College (FTIC) student was admitted in the same fall term or in the preceding summer term – this includes those who were readmitted as FTICs.



ENROLLMENT PLANNING (cont.)

Percent of Baccalaureate-Seeking Resident Undergraduates Earning 15+ Credits [Fall term]

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
ACTUAL	33	35	27	32	27
APPROVED GOALS	.	.	.	34	32	34	35	36	38	.
PROPOSED GOALS	32	33	34	36	38

Full-Time Equivalent (FTE) Enrollment by Course Level

	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
LOWER	679	777	719	654	586	615	728	825	945	1021
UPPER	185	465	642	612	585	580	746	846	968	1047
GRAD 1	24	14	11	20	35	38	44	50	57	62
GRAD 2	0	0	0	0	0	0	0	0	0	0
TOTAL	888	1,255	1,372	1,286	1,206	1,233	1,518	1,721	1,970	2,130

Note: Full-time Equivalent (FTE) student is a measure of all instructional activity (regardless of fundability) that is based on the number of credit hours for all students during an academic (summer, fall, spring) year. FTE is based on the standard national definition, which divides undergraduate credit hours by 30 and graduate credit hours by 24. Pursuant to section 1013.31, Florida Statutes, Board facilities staff use this data as a key factor in the calculation of facility space needs for University educational plant surveys.

Percent FTE Enrollment by Method of Instruction

	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
UNDERGRADUATE										
All Distance (100%)	0	0	0	0	0	10	10	10	11	12
Primarily Dist. (80-99%)	0	0	0	0	0	0	0	0	1	1
Hybrid (50-79%)	0	0	0	0	0	0	0	1	1	2
Classroom (0-49%)	100	100	100	100	100	90	90	89	87	85
GRADUATE										
All Distance (100%)	0	0	0	0	0	7	7	7	8	9
Primarily Dist. (80-99%)	0	0	0	0	0	0	0	0	0	1
Hybrid (50-79%)	0	0	0	0	0	0	0	0	0	1
Classroom (0-49%)	100	100	100	100	100	93	93	93	92	89

Educational Plant Survey Checklist

EPS Process Name	Start Date	End Date
Notification Process	08/02/2021	11/01/2021
Survey Team Members	10/29/2021	12/03/2021
Pre-validation	11/01/2021	04/14/2022
Agenda	12/03/2021	12/03/2021
Validation	12/03/2021	04/15/2021
Needs Assessment	04/15/2022	04/15/2022
Requested Projects for survey recommendation	04/15/2022	04/15/2022
Survey Team Recommendation Letter	04/15/2022	04/15/2022
President Acknowledgement of the EPS Recommendations	04/22/2022	04/22/2022
EPS Draft preparation	04/22/2022	04/22/2022
Board of Trustees Approval		
BOG Approval		
Final EPS Document		



August 2, 2021

MEMORANDUM

TO: Dr. Randy Avent, President
Florida Polytechnic University

FROM: Kevin Pichard, Director
Finance and Facilities 

SUBJECT: Requirements for the Florida Polytechnic University
Educational Plant Survey

This memorandum is to advise you that in accordance with section 1013.31(1), Florida Statutes, an Educational Plant Survey ("Survey") is required to be conducted at Florida Polytechnic University for the upcoming fiscal year, 2021–2022. This section of Florida Statutes requires each Survey to be conducted by the board of trustees or an agency employed by the board of trustees. If you request our assistance for the upcoming Survey, expenses incurred for travel and accommodations by the survey team will be paid by the Board of Governors.

The purpose of the Educational Plant Survey is to recommend capital projects that the university may then request from the Board for the next five (5) years based on an evaluation of comprehensive facility needs. The Board of Governors has a recommended approach to achieving survey validation customized to meet the unique situation of each university.

The Survey consists of two components: Validation and Needs Assessment. Once assistance is requested and accepted, the Board of Governors' staff will work with university staff as required to complete the work. It is strongly recommended that you coordinate with your space utilization and analysis personnel in developing your team. In your request for assistance, please identify who the primary contact will be.

Please contact Kristine Azzato in the Board of Governors' office to schedule and set up an initial coordination and procedures discussion necessary for the university to complete the survey process within the fiscal year. Ms. Azzato can be reached at (850) 245-9503 or via email at Kristine.Azzato@flbog.edu.

c: Mr. Tim Jones, Vice Chancellor, Finance & Administration/Chief Financial Officer

Dr. Randy Avent, President
August 2, 2021
Page 2 of 2

Kenneth Ogletree, Architect
Kristine Azzato, Facilities Planner
John White, Architect, Project Manager, FPU
Brent McLean, Project Manager, FPU



**FLORIDA POLYTECHNIC
UNIVERSITY**

Office of the President
863-874-8612
president@floridapoly.edu

October 19, 2021

Mr. Kevin Pichard,
Director, Finance and Facilities
Florida Board of Governors
325 West Gaines Street, SE 1614
Tallahassee, FL 32399

Dear Mr. Pichard,

In accordance with Section 1013.31, Florida Statutes, which requires that an Educational Plant Survey be conducted at least once every five years, I am requesting assistance from the Florida Board of Governors with our upcoming educational plant survey.

I am appointing David Calhoun, Assistant Vice President, Facilities and Safety Services, as the Survey Team Facilitator for the Florida Polytechnic University. The University's recognizes the upcoming Educational Plant Survey is scheduled to be conducted Tuesday, December 7, and Wednesday, December 8, 2021, with Monday December 6, 2021, and Thursday December 9, 2021, as traveling days for the Survey Team.

If additional information is needed, please contact:

David Calhoun
Assistant Vice President, Facilities and Safety Services
dcalhoun@floridapoly.edu 863.874.8660

Regards,

A handwritten signature in black ink, appearing to read "Randy K. Avent".

Dr. Randy K. Avent
President
Florida Polytechnic University

Building Conditions Assessment Forms

This report lists the buildings that turned 25 years old since the last Educational Plant Survey.

NO DATA TO REPORT

Buildings with Unsatisfactory Conditions

This is a list of buildings with unsatisfactory conditions included in the Educational Plant Survey for Validation.

Occupy Date	Site ID	Building ID	Building Name	Building Condition	Permanent	Act Gross Sq Ft	Comments
198107	0047	8400	F.I.P.R.-Administration BLDG	Ineligible Space for Space Calculation	Y	8,236	Special Purpose Center. Not being used for E&G purposes.
198807	0047	8401	F.I.P.R.-Biological Lab	Ineligible Space for Space Calculation	Y	2,837	Special Purpose Center. Not being used for E&G purposes.
198807	0047	8406	F.I.P.R.-Covered Walkway	Ineligible Space for Space Calculation	Y	430	Special Purpose Center. Not being used for E&G purposes.
200301	0047	8407	F.I.P.R.-Education BLDG	Ineligible Space for Space Calculation	Y	5,301	Special Purpose Center. Not being used for E&G purposes.
200007	0047	8402	F.I.P.R.-Metallurgical Lab	Ineligible Space for Space Calculation	Y	3,856	Special Purpose Center. Not being used for E&G purposes.
200007	0047	8404	F.I.P.R.-Radon BLDG I	Ineligible Space for Space Calculation	Y	375	Special Purpose Center. Not being used for E&G purposes.
199807	0047	8403	F.I.P.R.-Radon BLDG II	Ineligible Space for Space Calculation	Y	375	Special Purpose Center. Not being used for E&G purposes.
198807	0047	8405	F.I.P.R.-Storage BLDG	Ineligible Space for Space Calculation	Y	100	Special Purpose Center. Not being used for E&G purposes.

The Complete List for Validation

The complete list of buildings included in the Educational Plant Survey.

Occupy Date	Site Id	Bldg ID	Bldg Name	Building Condition	Permanent	Act Gross Sq Ft	Comments
201403	0012	1202	Campus Control Center	Other Buildings need to be Validated	Y	4,896	
201802	0012	1207	Equipment Storage & Control	Satisfactory Space	Y	772	
198107	0047	8400	F.I.P.R.-Administration BLDG	Ineligible Space for Space Calculation	Y	8,236	Special Purpose Center. Not being used for E&G purposes.
198807	0047	8401	F.I.P.R.-Biological Lab	Ineligible Space for Space Calculation	Y	2,837	Special Purpose Center. Not being used for E&G purposes.
198807	0047	8406	F.I.P.R.-Covered Walkway	Ineligible Space for Space Calculation	Y	430	Special Purpose Center. Not being used for E&G purposes.
200301	0047	8407	F.I.P.R.-Education BLDG	Ineligible Space for Space Calculation	Y	5,301	Special Purpose Center. Not being used for E&G purposes.
200007	0047	8402	F.I.P.R.-Metallurgical Lab	Ineligible Space for Space Calculation	Y	3,856	Special Purpose Center. Not being used for E&G purposes.
200007	0047	8404	F.I.P.R.-Radon BLDG I	Ineligible Space for Space Calculation	Y	375	Special Purpose Center. Not being used for E&G purposes.
199807	0047	8403	F.I.P.R.-Radon BLDG II	Ineligible Space for Space Calculation	Y	375	Special Purpose Center. Not being used for E&G purposes.
198807	0047	8405	F.I.P.R.-Storage BLDG	Ineligible Space for Space Calculation	Y	100	Special Purpose Center. Not being used for E&G purposes.
201608	0012	1205	Housing PH2	Satisfactory Space	Y	134,843	
201405	0012	1200	Innovation Science and Technology	Other Buildings need to be Validated	Y	186,736	

EPS Survey Year: 2021-2022
University: FPU

Occupy Date	Site Id	Bldg ID	Bldg Name	Building Condition	Permanent	Act Gross Sq Ft	Comments
200708	0010	8712	Lakeland Technology Building	Other Buildings need to be Validated	N	56,225	
201408	0012	1203	Student Wellness Center	Other Buildings need to be Validated	Y	26,727	
201311	0012	1201	Technology and Admissions Center	Other Buildings need to be Validated	Y	5,095	
201802	0012	1206	Wellness 2	Satisfactory Space	Y	9,426	

Needs Assessment

This report includes the sum of the room areas rolled up at the university level for the five-year Educational Plant Survey.

Space Type	Classroom	Teaching Lab	Study	Office	Research Lab	Auditorium	Instructional Media	Gymnasium	Campus Support Service	Total NASF
Space needs by Space type	17,190	21,487	28,755	47,925	39,937	4,297	6,390	8,595	9,026	183,601
Current Inventory	19,562	22,570	13,405	40,713	11,433	2,998	0	0	3,843	114,524
Net Space needs	-2,372	-1,083	15,350	7,212	28,504	1,299	6,390	8,595	5,183	69,077
Percent of Space needs met	114%	105%	47%	85%	29%	70%	0%	0%	43%	62%
Unsatisfactory space to be terminated	0	0	0	0	0	0	0	0	0	0
Unsatisfactory space to be demolished	0	0	0	0	0	0	0	0	0	0
Ineligible Space for Space Calculation	0	0	1,495	4,880	6,870	1,190	0	0	174	14,609
Net Space needs	-2,372	-1,083	16,845	12,092	35,374	2,489	6,390	8,595	5,357	83,686
Percent of Space needs met	114%	105%	41%	75%	11%	42%	0%	0%	41%	54%
Unsatisfactory space with no action required	0	0	0	0	0	0	0	0	0	0
Net Space needs	-2,372	-1,083	16,845	12,092	35,374	2,489	6,390	8,595	5,357	83,686
Percent of Space needs met	114%	105%	41%	75%	11%	42%	0%	0%	41%	54%
Unsatisfactory Space to be Remodeled/Renovated	0	0	0	0	0	0	0	0	0	0
Net Space needs	-2,372	-1,083	16,845	12,092	35,374	2,489	6,390	8,595	5,357	83,686
Percent of Space needs met	114%	105%	41%	75%	11%	42%	0%	0%	41%	54%
Projects under construction	0	0	0	0	0	0	0	0	0	0
Net Space needs	-2,372	-1,083	16,845	12,092	35,374	2,489	6,390	8,595	5,357	83,686
Percent of Space needs met	114%	105%	41%	75%	11%	42%	0%	0%	41%	54%

Space Needs by Space Type

Space Factors

Classroom :	9
Teaching Lab :	11.25
Study :	13.5
Research Lab :	18.75
Auditorium :	2.25
Instructional Media :	3
Office :	22.5
Gymnasium :	4.5
Campus Support Service :	4.2375

The space the university should have based on 2018 Space Factors and Traditional and Online FTEs. The FTEs should correspond to 30 credit hour FTE standard.

Traditional FTE	Online FTE	Classroom	Study	Teaching Lab	Office	Research Lab	Auditorium	Instructional Media	Gymnasium	Campus Support Service	Total NASF
1,854.94	275.04	17,190	28,755	21,487	47,925	39,937	4,297	6,390	8,595	9,026	183,601

Current Inventory

This report includes the sum of the room areas rolled up at the building level for the five-year Educational Plant Survey.

Site ID	Site Name	Bldg ID	Bldg Name	Classroom	Study	Teaching Lab	Office	Research Lab	Audit./Exhib.	Instructional Media	Gym	Campus Support Service
0012	Florida Polytechnic Main Campus	1202	Campus Control Center	0	0	0	764	0	0	0	0	0
0012	Florida Polytechnic Main Campus	1207	Equipment Storage & Control	0	0	0	214	0	0	0	0	0
0047	Florida Industrial and Phosphate Institute	8400	F.I.P.R.-Admin. BLDG	0	1,495	0	2,270	1,615	0	0	0	0
0047	Florida Industrial and Phosphate Institute	8401	F.I.P.R.-Biological Lab	0	0	0	150	2,280	0	0	0	0
0047	Florida Industrial and Phosphate Institute	8407	F.I.P.R.-Education BLDG	0	0	0	2,095	0	1,190	0	0	0
0047	Florida Industrial and	8402	F.I.P.R.-Metallurgical Lab	0	0	0	365	2,975	0	0	0	174

EPS Survey Year: 2021-2022
University: FPU

Site ID	Site Name	Bldg ID	Bldg Name	Classroom	Study	Teaching Lab	Office	Research Lab	Audit./Exhib.	Instructional Media	Gym	Campus Support Service
	Phosphate Institute											
0012	Florida Polytechnic Main Campus	1205	Housing PH2	0	578	0	240	0	0	0	0	12
0012	Florida Polytechnic Main Campus	1200	Innovation Science and Technology	19,562	11,182	22,570	12,537	4,563	1,808	0	0	633
0010	Florida Polytechnic South - PSC	8712	Lakeland Technology Building	0	0	0	18,639	0	0	0	0	2,326
0012	Florida Polytechnic Main Campus	1203	Student Wellness Center	0	150	0	825	0	0	0	0	639
0012	Florida Polytechnic Main Campus	1201	Technology and Admissions Center	0	0	0	1,678	0	0	0	0	59
0012	Florida Polytechnic Main Campus	1206	Wellness 2	0	0	0	936	0	0	0	0	0

This report shows the current approved data for all university buildings.

Site ID	Site Name	Bldg ID	Bldg Name	Occupy Date	Permanent	Farm	Walkway	Act Gross Sq Ft
0012	Florida Polytechnic Main Campus	1202	Campus Control Center	201403	Y	N	N	4,896
0012	Florida Polytechnic Main Campus	1207	Equipment Storage & Control	201802	Y	N	N	772
0047	Florida Industrial and Phosphate Institute	8400	F.I.P.R.-Administration BLDG	198107	Y	N	N	8,236
0047	Florida Industrial and Phosphate Institute	8401	F.I.P.R.-Biological Lab	198807	Y	N	N	2,837
0047	Florida Industrial and Phosphate Institute	8406	F.I.P.R.-Covered Walkway	198807	Y	N	Y	430
0047	Florida Industrial and Phosphate Institute	8407	F.I.P.R.-Education BLDG	200301	Y	N	N	5,301
0047	Florida Industrial and Phosphate Institute	8402	F.I.P.R.-Metallurgical Lab	200007	Y	N	N	3,856
0047	Florida Industrial and Phosphate Institute	8404	F.I.P.R.-Radon BLDG I	200007	Y	N	N	375
0047	Florida Industrial and Phosphate Institute	8403	F.I.P.R.-Radon BLDG II	199807	Y	N	N	375
0047	Florida Industrial and Phosphate Institute	8405	F.I.P.R.-Storage BLDG	198807	Y	N	N	100
0012	Florida Polytechnic Main Campus	1204	Housing PH1	201408	Y	N	N	89,899
0012	Florida Polytechnic Main Campus	1205	Housing PH2	201608	Y	N	N	134,843
0012	Florida Polytechnic Main Campus	1200	Innovation Science and Technology	201405	Y	N	N	186,736
0010	Florida Polytechnic South - PSC	8712	Lakeland Technology Building	200708	N	N	N	56,225
0012	Florida Polytechnic Main Campus	1203	Student Wellness Center	201408	Y	N	N	26,727

EPS Survey Year: 2021-2022
University: FPU

Site ID	Site Name	Bldg ID	Bldg Name	Occupy Date	Permanent	Farm	Walkway	Act Gross Sq Ft
0012	Florida Polytechnic Main Campus	1201	Technology and Admissions Center	201311	Y	N	N	5,095
0012	Florida Polytechnic Main Campus	1206	Wellness 2	201802	Y	N	N	9,426

Unsatisfactory Space to be Terminated

This report includes the sum of the room areas rolled up at the building level for the five-year Educational Plant Survey. The buildings have been flagged by the University as 'Unsatisfactory Space to be Terminated'.

NO DATA TO REPORT

Unsatisfactory Space to be Demolished

This report includes the sum of the room areas rolled up at the building level for the five-year Educational Plant Survey. The buildings have been flagged by the University as 'Unsatisfactory Space to be Demolished'.

NO DATA TO REPORT

Ineligible Space for Space Needs Calculation

This report includes the sum of the room areas rolled up at the building level for the five-year Educational Plant Survey. The buildings have been flagged by the University as 'Ineligible Space for Space Needs Calculation'.

Site ID	Site Name	Building ID	Building Name	Classroom	Study	Teaching Lab	Office	Research Lab	Auditorium	Instructional Media	Gym	Campus Support Service
0047	Florida Industrial and Phosphate Institute	8400	F.I.P.R.-Administration BLDG	0	1,495	0	2,270	1,615	0	0	0	0
0047	Florida Industrial and Phosphate Institute	8401	F.I.P.R.-Biological Lab	0	0	0	150	2,280	0	0	0	0
0047	Florida Industrial and Phosphate Institute	8407	F.I.P.R.-Education BLDG	0	0	0	2,095	0	1,190	0	0	0
0047	Florida Industrial and Phosphate Institute	8402	F.I.P.R.-Metallurgical Lab	0	0	0	365	2,975	0	0	0	174

Unsatisfactory Space with No Action Required

This report includes the sum of the room areas rolled up at the building level for the five-year Educational Plant Survey. The buildings have been flagged by the University as 'Unsatisfactory Space with No Action Required'.

NO DATA TO REPORT

Unsatisfactory Space to be Remodeled/Renovated

This report includes the sum of the room areas rolled up at the building level for the five-year Educational Plant Survey. The buildings have been flagged by the university as 'Unsatisfactory Space to be Remodeled/Renovated'.

NO DATA TO REPORT

Projects Under Construction

This report includes the sum of the room areas rolled up at the building level for the five-year Educational Plant Survey. The buildings have been flagged by the university as 'Projects Under Construction'.

NO DATA TO REPORT

Requested Projects for Survey Recommendation

This report includes the sum of the room areas rolled up at the University level for the five-year Educational Plant Survey.

Space Type	Classroom	Teaching Lab	Study	Office	Research Lab	Auditorium	Instructional Media	Gym	Campus Support Service	Total NASF
Net Space needs	-2,372	-1,083	16,845	12,092	35,374	2,489	6,390	8,595	5,357	83,686
Percent of Space needs met	114%	105%	41%	75%	11%	42%	0%	0%	41%	54%
Projects funded for Planning	7,839	6,460	6,617	10,344	23,290	0	0	0	616	55,166
Net Space needs	-10,211	-7,543	10,228	1,748	12,084	2,489	6,390	8,595	4,741	28,520
Percent of Space needs met	159%	135%	64%	96%	70%	42%	0%	0%	47%	84%
New Construction Projects	0	0	10,000	24,250	6,100	2,500	6,500	0	4,700	54,050
Net Space needs	-10,211	-7,543	228	-22,502	5,984	-11	-110	8,595	41	-25,530
Percent of Space needs met	159%	135%	99%	147%	85%	100%	102%	0%	100%	114%
Remodeling	0	0	0	0	0	0	0	0	0	0
Net Space needs	-10,211	-7,543	228	-22,502	5,984	-11	-110	8,595	41	-25,530
Percent of Space needs met	159%	135%	99%	147%	85%	100%	102%	0%	100%	114%
Renovation	0	0	0	0	0	0	0	0	0	0
Net Space needs	-10,211	-7,543	228	-22,502	5,984	-11	-110	8,595	41	-25,530
Percent of Space needs met	159%	135%	99%	147%	85%	100%	102%	0%	100%	114%

Projects Funded for Planning

This report includes the sum of the room areas rolled up at the building level for the five-year Educational Plant Survey. The buildings are 'Projects Funded for Planning'.

Site ID	Building ID	Building Name	Classroom	Study	Teaching Lab	Office	Research Lab	Auditorium	Instructional Media	Gym	Campus Support Service	Comments
0012	1208	Academic Research Ctr	7,839	6,617	6,460	10,344	23,290	0	0	0	616	This building is currently under construction. The data is reported here to correct a data issue and capture the NASF.

EPS Survey Year: 2021-2022
University: FPU

New Construction Projects

This report includes the sum of the room areas rolled up at the building level for the five -year Educational Plant Survey. The buildings are 'New Construction Projects'.

Site ID	Building ID	Building Name	Classroom	Study	Teaching Lab	Office	Research Lab	Auditorium	Instructional Media	Gym	Campus Support Service	Comments
0012	1209	Mechanical Industrial Shop. (Env. Engineering)	0	0	0	4,250	6,100	0	0	0	2,200	Includes 20,000 NSF of ZZZ Structural "Shell" Space
0012	1211	Student Achievement Center	0	10,000	0	20,000	0	2,500	6,500	0	2,500	

Recommended Projects for Remodeling

This report includes the sum of the room areas for remodeling projects rolled up at the building level for the five-year Educational Plant Survey.

NO DATA TO REPORT

Recommended Projects for Renovation

This report includes the sum of the room areas for renovation projects rolled up at the building for the five-year Educational Plant Survey.

NO DATA TO REPORT



**FLORIDA POLYTECHNIC
UNIVERSITY**

Office of the President
863-874-8612
president@floridapoly.edu

April 19, 2022

Mr. Kevin Pichard, Director
Finance and Facilities
Florida Board of Governors
325 West Gaines Street, STE 1614
Tallahassee, FL 32399

Re: Florida Polytechnic University – Educational Plant Survey 2021-2022

Dear Mr. Pichard,

The Needs Assessment portion of the Florida Polytechnic University Educational Plant Survey was conducted on April 12, 2022. This letter reports the University's understanding of the recommendation of the Survey Team as follows:

RECOMMENDATIONS OF SURVEY TEAM

*Florida Polytechnic University
Needs Assessment
Date: April 12, 2022*

Survey Team Members: Collin Noel (FGCU), Itza Frisco (New College), Marty Geanmers (UNF), Kristine Azzato (BOG), Kyndra Freeman (BOG).

Based on the assessment of space needs, the fixed capital outlay projects listed below are recommended pursuant to section 1013.31, F.S. All projects recommended have been represented by the university to implement the detail of the campus master plan (CMP) and, if not already included, will be incorporated into CMP updates. Amended surveys can be conducted at a later date should the project scope change in the future.

Remodeling:

As per s. 1013.01(17) F.S., "remodeling" means the changing of existing facilities by rearrangement of spaces and their use and includes, but is not limited to, the conversion of two classrooms to a science laboratory or the conversion of a closed plan arrangement to an open plan configuration.

1.1 No projects were presented.

Renovation:

As per s. 1013.01(18) F.S., "renovation" means the rejuvenating or upgrading of existing facilities by installation or replacement of materials and equipment and includes, but is not limited to, interior or exterior reconditioning of facilities and spaces; air-conditioning, heating, or ventilating equipment; fire alarm systems; emergency lighting; electrical systems; and complete roofing or roof replacement, including replacement of membrane or structure. As used in this subsection, the term "materials" does not include instructional materials.

2.1 No Projects were presented.

New Construction:

As per s. 1013.01(14) F.S., "new construction" means any construction of a building or unit of a building in which the entire work is new or an entirely new addition connected to an existing building or which adds additional square footage to the space inventory.

3.1 Mechanical Industrial Shop (Environmental Engineering)(1209)(Main Campus): Research Lab – 6,100 NASF, Office – 4,250 NASF, Research Support – 2,200 NASF, ZZZ Structural "Shell" Space - 20,000 NSF (space currently unassignable)

This project includes approximately 20,000 NSF of structural "shell" space for future conversion to space types that will serve the educational mission of the university.

Projects Based on Exception Procedure:

The Survey Team recognizes that Florida Polytechnic University (FPU) is a new start-up university with limited facilities. In the Needs Assessment, FPU presented data demonstrating a need for space as reflected below in recommendation 4.1, including approximately 20,000 NASF of Office space and resulting in their interim inventory exceeding projected need by approximately 47%. The addition of these space types, particularly Office and Campus Support, will facilitate the relocation of administrative staff and various student services to the FPU campus from Polk State College (PSC). The survey team is recommending item 4.1 as an exception (i.e. % of Space Needs Met exceeds 100%) based on the expectation that FPU will relinquish the space at PSC, resulting in a % of Space Needs Met of approximately 108%.

4.1 Student Achievement Center (1211)(Main Campus): Study – 10,000 NASF, Office – 20,000 NASF, Auditorium/Exhibition – 2,500 NSF, Instruct. Media – 6,500 NASF, Campus Support – 2,500 NASF

Demolition:

5.1 No Projects were presented

Site Improvements and Campus-Wide Utility Infrastructure: (All Sites)

6.1 Land Acquisition: This is a general recommendation allowing the university to continue purchasing properties surrounding the campus as identified in the adopted Campus Master Plan.

6.2 Landscaping/Site Improvements: *This is a general recommendation to continue landscaping, road and site improvements consistent with the adopted Campus Master Plans.*

6.3 Utility Infrastructure Improvements: *This is a general recommendation to include improvements consisting of items in the categories of chilled water and controls, electrical distributions, storm sewer, sanitary sewer, telecommunications, fiber, energy management control systems, irrigation, water distribution, steam equipment and distribution. The projects consist of improvements, extensions, modifications, and additions to the major utility systems consistent with the adopted Campus Master Plan.*

Standard University-Wide Recommendations:

SR1: *All spaces necessary for custodial and sanitation services in new facilities are recommended.*

SR2: *All projects for safety corrections are recommended.*

SR3: *All projects for corrections or modifications necessary to comply with the Americans with Disabilities Act are recommended.*

SR4: *Any project required to repair or replace a building's components is recommended provided that the total cost of the project does not exceed 25% of the replacement cost of the building.*

SR5: *Remodeling projects up to \$10 million completed pursuant to s. 1011.45(3)(c), F.S. are hereby recommended provided the resulting percentage of Space Needs Met does not exceed 100%.*

As indicated earlier, the above summarizes our understanding of the survey team's recommendations. This information will be presented to the University's Board of Trustees for their review and approval of the University's 2021-2022 Educational Plan Survey prior to submitting the final written report to your office.

We thank you and your staff for your assistance in the process.

Sincerely,



Dr. Randy K. Avent
President of Florida Polytechnic University

cc: Kristine Azzato, Assistant Director Facilities, Florida Board of Governors
Kyndra Freeman, Facilities Planner, Florida Board of Governors
Dr. Allen Bottorff, Vice President & Chief Financial Officer, Florida Polytechnic University
David Calhoun, Assistant Vice President Facilities and Safety Services, Florida Polytechnic University

**Florida Polytechnic University
Finance and Facilities Committee
Board of Trustees
May 23, 2022**

Subject: 2023-2024 Capital Improvement Plan (CIP)

Proposed Committee Action

Recommend approval to the Board of Trustees of the University Capital Improvement Plan for fiscal year 2023-2024 as presented.

Background Information

Florida Statute sections 1001.74(12) and 1013.60, require each university to submit a legislative budget request for Fixed Capital Outlay (FCO) in the form of a Capital Improvement Plan. The 2023-2024 CIP budget reflects the funds planned toward capital projects and proposed need for future development. All capital improvements are defined in the Campus Master Plan and have been further reviewed by the Board of Governors.

The 2023-2024 Capital Improvement Plan requires Board of Trustees approval and submission to the Board of Governors by July 1, 2022. The Board of Governors are scheduled to adopt the Fixed Capital Outlay (FCO) Legislative Budget Request (LBR) at their scheduled September 13-14, 2022 meeting. The CIP includes two Educational Plant Survey recommended facilities (Mechanical Industrial Shop (Environmental Engineering) and Student Achievement Center), and the University will be requesting state Public Education Capital Outlay (PECO) funds for the Student Achievement Center.

Supporting Documentation: 2023-2024 Capital Improvement Plan

Prepared by: Dr. Allen Bottorff, Vice President and Chief Financial Officer; and,
David Calhoun, Assistant Vice President of Facilities and Safety Services

**State University System
5-Year Capital Improvement Plan (CIP)
FY 2023-24 through 2027-28**

Summary of Projects - PECO-Eligible Projects

University Florida Polytechnic University

Contact: Dr. Allen Bottorff
(name)

(863) 874-8408
(phone)

abottorff@floridapoly.edu
(email)

PECO-ELIGIBLE PROJECT REQUESTS (ONLY)

Priority No.	Project Title	Total Supplemental (Non PECO) funding	Total Prior PECO Funding	Projected Annual PECO Funding Requested					Programs to Benefit from Project	Net Assignable Sq. Ft. (NASF)	Gross Sq. Ft. (GSF)	Total Project Cost	Project Cost Per GSF	EPS Recommendation Date & Rec. # ⁽¹⁾
				FY 23-24	FY 24-25	FY25-26	FY26-27	FY27-28						
1	Student Achievement Center			\$ 13,836,252	\$ 11,682,076	\$ 8,107,914					\$ 33,626,242			
2	Mechanical Shop Building (Env. Eng.)	\$ 14,672,556									\$ 14,672,556			
3	Academic Building 3					\$ 14,798,580	\$ 21,995,845	\$ 14,830,141			\$ 51,624,566			
											\$ -			
											\$ -			
											\$ -			
											\$ -			
											\$ -			
											\$ -			
											\$ -			
											\$ -			
											\$ -			
											\$ -			

1) EPS recommendation is required as per F.S. 1013.31.

**FY 2023-24 Back of Bill (BOB)
Fixed Capital Outlay Projects Requiring Board Approval to be Constructed, Acquired and Financed
by a University or a Direct Support Organization**

University Florida Polytechnic University

Contact: Dr. Allen Bottorff
(name)

{(863) 874-8408
(phone)

{abottorff@floridapoly.edu
(email)

Project Name *	Brief Description of Project	GSF	Project Location	Project Cost	Funding Source(s)	Estimated Annual Operating & Maintenance Cost	
						Amount (\$)	Source
Residence Hall 3	Student Housing	134,400	Main Campus	\$34,716,518	P3/Aux.	TBD	P3/Aux.
Residence Hall 4	Student Housing	134,400	Main Campus	\$34,716,518	P3/Aux.	TBD	P3/Aux.
Parking Structure 1	Mixed Use/Parking Garage	156,000	Main Campus	\$13,439,800	P3/Aux.	TBD	P3/Aux.
Parking Structure 2	Mixed use/Parking Garage	156,000	Main Campus	\$13,439,800	P3/Aux.	TBD	P3/Aux.

* List all proposed projects for FY 2023-24 requiring Legislative (Back-of-Bill) authorization pursuant to s.1010.62 and s.1013.71, F.S.

PECO Project Detail

University: Florida Polytechnic University
 Project Name: Student Achievement Center
 Project Address: 4500 Polytechnic Circle, Lakeland FL 33805-8531

Priority #: 1

PROJECT NARRATIVE

The Student Achievement Center (SAC) will play a critical role in our continued student body growth by enhancing and further supporting students' educational needs. The building will be a combined function building, appropriate to a growing small campus. The Student Achievement Center will serve our students by providing a dedicated facility focused entirely on the successful completion of their academic careers and transition into the workforce. Our current campus buildings are academic buildings serving research functions through labs, teaching functions through classrooms and teaching labs, and instructional support functions through faculty offices. The SAC will support our educational mission by providing study space for students, collaborative multimedia spaces designed to encourage interaction and foster academic engagement, offices for student-facing support staff, dedicated space for career and internship initiatives, auditorium space, instructional space, and general support service space. This building will be critical to providing students with a place to be while on campus, with study space embedded in the building around instructional and multi-function space. Further, with a growing student body, we will continue to need increased instructional space and faculty office space. The campus expects to grow to over 2,250 students by 2025 and approximately 3,000 students by 2030.

RESERVE ESCROW PLAN

Renovation/Remodeling Projects (1% per s. 1001.706(12)(c) F.S.)	New Construction Projects (2% per Board Regulation 14.002)
Estimated Bldg Value: _____	\$ 33,626,242
Value Basis/Source: <u>Cost of Construction</u>	Total construction cost or insurable value, whichever is greater.
Estimated 1st Yr Deposit: _____	\$ 672,525
Funding Source: _____ Carryforward	
Comments: _____	

BUILDING SPACE DESCRIPTION (account for all building space below)

Space Type (per FICM)	Net Sq. Ft. (NSF)	Net-to-Gross		Gross Sq. Ft. (GSF)	Unit Cost * (per GSF)	Building Cost
		Conversion Factor				
NEW CONSTRUCTION						
Study	10,000	<u>1.6</u>		16,000	395	6,320,960
Office	20,000	<u>1.6</u>		32,000	403	12,892,480
Auditorium/Exhibition	2,500	<u>1.6</u>		4,000	447	1,788,480
Instructional Media	6,500	<u>1.6</u>		10,400	288	2,999,464
Campus Support Services	2,500	<u>1.6</u>		4,000	366	1,465,680
	-			-		-
	-			-		-
	-			-		-
	-			-		-
Subtotal NASF:	-			-		-
Other	-			-		-
Total:	41,500			66,400		25,467,064
* Apply Unit Cost to total GSF based on Space Type						

REMODELING / RENOVATION

	Net Sq. Ft. (NSF)	Conversion Factor	Gross Sq. Ft. (GSF)	Unit Cost * (per GSF)	Building Cost	Remodeling Projects Only	
						BEFORE	AFTER
	-		-		-	-	-
	-		-		-	-	-
	-		-		-	-	-
	-		-		-	-	-
	-		-		-	-	-
	-		-		-	-	-
	-		-		-	-	-
Subtotal NASF:	-		-		-	-	-
Other	-		-		-	-	-
Total:	-		-		-	-	-
Grand Total:	41,500		66,400		25,467,064		

PROJECT COMPONENT COSTS & PROJECTIONS

	Costs Incurred		Projected Costs					Total
	to Date	Year 1	Year 2	Year 3	Year 4	Year 5		
Basic Construction Costs								
Building Cost (from above)	-	10,186,825	10,186,825	5,093,414	-	-	25,467,064	
Environmental Impacts/Mitigation	-	-	-	-	-	-	-	
Site Preparation	-	25,000	-	-	-	-	25,000	
Landscape / Irrigation	-	-	50,000	-	-	-	50,000	
Plaza / Walks	-	-	37,500	-	-	-	37,500	
Roadway Improvements	-	-	-	-	-	-	-	
Parking : spaces	-	500,000	-	-	-	-	500,000	
Telecommunication	-	60,000	-	-	-	-	60,000	
Electrical Service	-	87,500	-	-	-	-	87,500	
Water Distribution	-	80,000	-	-	-	-	80,000	
Sanitary Sewer System	-	80,000	-	-	-	-	80,000	
Chilled Water System	-	110,500	-	-	-	-	110,500	
Storm Water System	-	75,000	-	-	-	-	75,000	
Energy Efficient Equipment	-	-	-	-	-	-	-	
Subtotal: Basic Const. Costs	-	11,204,825	10,274,325	5,093,414	-	-	26,572,564	
Other Project Costs								
Land / existing facility acquisition	-	-	-	-	-	-	-	
Professional Fees	-	1,731,303	519,391	-	-	-	2,250,694	
Fire Marshall Fees	-	-	-	-	-	-	-	
Inspection Services	-	80,000	72,735	-	-	-	152,735	
Insurance Consultant	-	9,500	-	-	-	-	9,500	
Surveys & Tests	-	5,000	15,000	-	-	-	20,000	
Permit / Impact / Environmental Fees	-	5,000	-	-	-	-	5,000	
Artwork	-	-	-	14,500	-	-	14,500	
Moveable Furnishings & Equipment	-	-	-	3,000,000	-	-	3,000,000	
Project Contingency	-	800,624	800,625	-	-	-	1,601,249	
Subtotal: Other Project Costs	-	2,631,427	1,407,751	3,014,500	-	-	7,053,678	
Total Project Cost:	-	13,836,252	11,682,076	8,107,914	-	-	33,626,242	

PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	FY	Amount	Source	FY	Amount	FY	Amount	
PECO	13-14		Carry Forward	23-24		23-24	13,836,252	Should equal <i>Total Project Cost</i> above
			Donations/Gifts	24-25		24-25	11,682,076	
			Others			25-26	8,107,914	
		-			-		33,626,242	33,626,242

PECO Project Detail

University: Florida Polytechnic University
 Project Name: Mechanical Shop Building (Environmental Engineering)
 Project Address: 4394 Polytechnic Circle, Lakeland FL 33805-8531

Priority #: 2

PROJECT NARRATIVE

The Student Body at Florida Poly continues to grow and the need for academic space to support new and growing programs continues. This building will support the Environmental Engineering degree program and the very closely aligned Florida Industrial and Phosphate Research Institute. The synergy between these two entities provides established research expertise and a long research track from FIPR with the "new blood" that a young degree program brings in its faculty. An area of emphasis for this in addition to the traditional beneficiation of ores, is a focus on water both as it relates to use and management within the phosphate industry and to water quality, transport of pollutants, cleanup, and water management in the overall environment. Each of the two entities stands to benefit greatly from this strategic collocation of resources and activity. The university will be looking at internal sources to enhance the program and will be partnering with the Florida Industrial and Phosphate Research Institute for development of the program. FIPR Institute provides an important launchpad for research beyond Environmental Engineering; the Mechanical and Industrial Shop will be immediately adjacent to the new Academic Research Center and will be designed for easy of people and material across the two buildings, thereby helping facilitate research over multiple degree programs.

RESERVE ESCROW PLAN

Renovation/Remodeling Projects (1% per s. 1001.706(12)(c) F.S.)	New Construction Projects (2% per Board Regulation 14.002)
Estimated Bldg Value: _____	\$ 14,672,556
Value Basis/Source: <u>Cost of Construction</u>	Total construction cost or insurable value, whichever is greater.
Estimated 1st Yr Deposit: _____	\$ 293,451
Funding Source: _____ Carryforward	
Comments: _____	

BUILDING SPACE DESCRIPTION (account for all building space below)

Space Type (per FICM)	Net Sq. Ft. (NSF)	Net-to-Gross		Gross Sq. Ft. (GSF)	Unit Cost * (per GSF)	Building Cost
		Conversion Factor				
NEW CONSTRUCTION						
Research Lab	6,100	<u>1.6</u>		9,760	510	4,979,747
Office	4,250	<u>1.6</u>		6,800	403	2,739,652
Campus Support Services	2,200	<u>1.6</u>		3,520	366	1,289,798
				-		-
				-		-
				-		-
				-		-
				-		-
Subtotal NASF:	-			-		-
Other				-		-
Total:	12,550			20,080		9,009,198

* Apply Unit Cost to total GSF based on Space Type

REMODELING / RENOVATION

	Net Sq. Ft. (NSF)	Gross Sq. Ft. (GSF)	Unit Cost * (per GSF)	Building Cost	Remodeling Projects Only	
					BEFORE	AFTER
					-	-
					-	-
					-	-
					-	-
					-	-
					-	-
					-	-
					-	-
Subtotal NASF:	-				-	-
Other					-	-
Total:	-				-	-
Grand Total:	12,550			20,080		9,009,198

PROJECT COMPONENT COSTS & PROJECTIONS

	Costs Incurred		Projected Costs					Total
	to Date	Year 1	Year 2	Year 3	Year 4	Year 5		
Basic Construction Costs								
Building Cost (from above)	4,130,257	4,878,941			-	-		9,009,198
ZZZ Structural Space	3,000,000							3,000,000
Environmental Impacts/Mitigation	-	-			-	-		
Site Preparation	39,150	-			-	-		39,150
Landscape / Irrigation	43,740				-	-		43,740
Plaza / Walks	10,000				-	-		10,000
Roadway Improvements	-	-			-	-		
Parking : <input type="text"/> spaces		-			-	-		
Telecommunication	25,000	-			-	-		25,000
Electrical Service	25,000	-			-	-		25,000
Water Distribution	18,000	-			-	-		18,000
Sanitary Sewer System	13,500	-			-	-		13,500
Chilled Water System	40,500	-			-	-		40,500
Storm Water System	39,150	-			-	-		39,150
Energy Efficient Equipment	-	-			-	-		
Subtotal: Basic Const. Costs	7,384,297	4,878,941	-	-	-	-	-	12,263,238
Other Project Costs								
Land / existing facility acquisition	-	-	-	-	-	-	-	
Professional Fees	1,120,625	-			-	-		1,120,625
Fire Marshall Fees	-	-	-	-	-	-	-	
Inspection Services	75,000				-	-		75,000
Insurance Consultant		-	-	-	-	-	-	
Surveys & Tests	5,000				-	-		5,000
Permit / Impact / Environmental Fees	5,000	-	-	-	-	-	-	5,000
Artwork	5,000				-	-		5,000
Moveable Furnishings & Equipment	500,000	-	-	-	-	-	-	500,000
Project Contingency	698,693				-	-		698,693
Subtotal: Other Project Costs	2,409,318	-	-	-	-	-	-	2,409,318
Total Project Cost:	9,793,615	4,878,941	-	-	-	-	-	14,672,556

PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	FY	Amount	Source	FY	Amount	FY	Amount	
Carry Forward	20-21	9,793,615	Carry Forward	23-24	4,878,941			Should equal <i>Total Project Cost</i> above
					-			
					-			
		9,793,615			4,878,941		-	14,672,556

PECO Project Detail

University: Florida Polytechnic University
 Project Name: Academic Building 3
 Project Address: 4390 Polytechnic Circle, Lakeland FL 33805-8531

Priority #: 3

PROJECT NARRATIVE

In just its 7th year of enrolling students Florida Polytechnic University has achieved national recognition as a public engineering school. Much of that recognition hinges on the University's ability to provide one of the best engineering educations in the country. Of more than 1,100 colleges and universities Florida Poly was ranked 14th for student outcomes. That means that our students get high-tech, high-wage jobs at a pace that exceeds the great majority of institutions in the country, including schools like Harvard, MIT and Georgia Tech. Our academic programs and teaching methods prepare students who are immediately beneficial to employers in high-tech firms throughout Florida and around the nation. Our ability to continue providing this level of education depends on having adequate and appropriate academic space. Florida Poly's projected student growth and the growth in program offerings demanded by industry has made it imperative that we obtain the requisite space. Our industry partners are expecting to work with our faculty and students and will continue to expect that our students will only get better and continue to help them grow Florida's economy. Current partners and more to come, along with our faculty and students must have sufficient academic space and access to technology that high-tech industries demand of their partners. Our students will continue working side-by-side with industry experts and university faculty as they seek to answer some of the pressing problems of society. Industries have made it clear that one of their biggest concerns with talent is that students graduate and are not prepared for the complexity of real-world problems, are not prepared to work as a part of a team and have little experience working with the latest technologies. They know that interns and graduates of Florida Poly are among the best that they can get.

RESERVE ESCROW PLAN

	Renovation/Remodeling Projects (1% per s. 1001.706(12)(c) F.S.)	New Construction Projects (2% per Board Regulation 14.002)
Estimated Bldg Value:	\$ -	\$ 51,624,566
Value Basis/Source:		Total construction cost or insurable value, whichever is greater.
Estimated 1st Yr Deposit:	\$ -	\$ 1,032,491
Funding Source:		
Comments:		

BUILDING SPACE DESCRIPTION (account for all building space below)

Space Type (per FICM)	Net Sq. Ft. (NSF)	Net-to-Gross		Gross Sq. Ft. (GSF)	Unit Cost * (per GSF)	Building Cost
		Conversion Factor				
NEW CONSTRUCTION						
Research Lab	25,000	<u>1.6</u>		40,000	<u>510</u>	20,408,800
Office	20,000	<u>1.6</u>		32,000	<u>403</u>	12,892,480
Campus Support Services	13,000	<u>1.6</u>		20,800	<u>366</u>	7,621,536
	-			-		-
	-			-		-
	-			-		-
	-			-		-
	-			-		-
Subtotal NASF:	-			-		-
Other	-			-		-
Total:	58,000			92,800		40,922,816

* Apply Unit Cost to total GSF based on Space Type

REMODELING / RENOVATION

	Net Sq. Ft. (NSF)	Gross Sq. Ft. (GSF)	Unit Cost * (per GSF)	Building Cost	Remodeling Projects Only	
					BEFORE	AFTER
	-	-		-	-	-
	-	-		-	-	-
	-	-		-	-	-
	-	-		-	-	-
	-	-		-	-	-
	-	-		-	-	-
	-	-		-	-	-
Subtotal NASF:	-	-		-	-	-
Other	-	-		-	-	-
Total:	-	-		-	-	-
Grand Total:	58,000	92,800		40,922,816		

**Florida Polytechnic University
Finance and Facilities Committee
Board of Trustees
May 23, 2022**

Subject: Florida Poly Finance Corporation

Proposed Committee Action

Recommend to the Board of Trustees approval of the Florida Poly Finance Corporation's Articles of Incorporation and Bylaws and authorize staff to file the necessary documents to establish the Corporation, if it is determined that the Corporation should obtain financing for Phases 2,3, and 4.

Background Information

The University recently issued an ITN which includes the construction of the next two new phases of residence halls (Phases 3 and 4), with the bundling in of the purchase of the existing Phase 2 residence hall. The University has held discussions with the Division of Bond Finance and the Florida Board of Governors to determine the best path forward related to the financing of the projects. One of the potential paths is to have a non-profit corporation that is a direct-support organization (DSO) of the University obtain the financing and own Phases 2, 3 and 4. Therefore, in the interest of time, the Board is being asked to approve the Articles of Incorporation and Bylaws for the Florida Poly Finance Corporation so that they can be used to establish the corporation if it is determined that the financing should be obtained through the corporation.

The articles of incorporation and bylaws were drafted by Ken Artin, outside counsel. Staff has reviewed the documents and found them to be consistent with the requirements of Florida Statutes section 1004.28, Board of Governors regulation 9.011 and the University's regulation 10.002.

Supporting Documentation:

1. Bylaws of the Florida Poly Financing Corporation
2. Articles of Incorporation of Florida Poly Financing Corporation
3. Regulation FPU-10.002 University Direct Support Organizations.
4. Florida Statutes section 1004.28
5. Board of Governors Regulation 9.011 University Direct Support Organizations and Health Service Support Organizations

Prepared by: Gina DeIulio, Vice President and General Counsel

BYLAWS
OF
FLORIDA POLY FINANCING CORPORATION

Effective [], 2022

**BYLAWS
OF THE
FLORIDA POLY FINANCING CORPORATION**

**ARTICLE 1
NAME**

The name of the Corporation shall be Florida Poly Financing Corporation, a Florida not-for-profit corporation (the "Corporation"). The Corporation shall maintain a registered office in the State of Florida and a registered agent at such office and may have other offices within or without the state.

**ARTICLE 2
MEMBERS**

The Corporation shall have no members.

**ARTICLE 3
BOARD OF DIRECTORS**

Section 3.1 General Powers.

The business, property, affairs and funds of the Corporation shall be managed, supervised and controlled by its Board of Directors (the "Board of Directors"), subject only to applicable law and the limitations contained in the Articles of Incorporation of the Corporation, these Bylaws, and the powers and duties reserved to The Florida Polytechnic University Board of Trustees (the "Board of Trustees") and the President of the Florida Polytechnic University (the "University") or the President's designee. The Board of Directors shall have the authority to adopt policy for the Corporation consistent with the Articles of Incorporation and these Bylaws.

Section 3.2 Powers.

The President of the University or designee shall have the following specific powers and duties with regards to this Corporation:

- (a) To monitor and control this Corporation's use of University resources;
- (b) To control the use of the University's name by this Corporation;
- (c) To monitor compliance of this Corporation with federal and state law; and
- (d) To recommend an annual budget to the Board of Directors of this Corporation.

Section 3.3 **Number.**

The Board of Directors of the Corporation shall consist of at least three (3), but no more than five (5) persons.

Section 3.4 **Appointment of Directors and Tenure.**

The directors of the Corporation shall be appointed in the following manner:

- (1) One (1) director shall be the Chair of the Board of Trustees or the Chair's designee;
- (2) One (1) director shall be the President of the University or the President's designee;
- (3) One (1) director shall be selected jointly by the President of the University or the President's designee and the Chair of the Board of Trustees or the Chair's designee;
- (4) Up to two (2) additional directors may be elected at the annual meeting of the Board of Directors by the then current directors.

Terms of office of the members of the Board of Directors shall be two (2) years in length. Notwithstanding the foregoing, the President of the University or the President's designee shall serve until the earlier of the President's resignation, removal from office or death. The President has the right to change the President's designee by written notice thereof to the Board of Directors. A vacancy on the Board of Directors with respect to elected members may be filled by a vote of the remaining directors at their sole and absolute discretion, however, the Chair of the Board of Trustees and the President shall designate the replacement for the directors appointed by them. If a director is appointed to fill a vacancy before the end of the term of such director's predecessor, such director shall serve for the remainder of the term of the director being replaced.

Section 3.5 **Removal of Directors.**

A director may resign at any time by submitting a written resignation to the Chair of the Board of Directors and the Executive Director. Any director, other than the director appointed by the Chair of the Board of Trustees, may be removed from the Board of Directors at any time with or without cause by a two-thirds vote of the Board of Directors.

Section 3.6 **Directors' Meetings.**

An annual meeting of the Board of Directors shall be held within the State of Florida, and other regular meetings of the Board of Directors may be held at such time and place as determined by the Chair of the Board or by the Executive Director. Special meetings of the Board of Directors may be called by the Chair of the Board or the Executive Director or Secretary of the Corporation or any two directors. Notice of meetings shall be provided

not less than five (5) days preceding any such meeting. Notice will be provided by personal delivery, U.S. mail, facsimile or email.

At all meetings of the Board of Directors, the presence of a majority of the total number of directors shall be necessary and sufficient to constitute a quorum for the transaction of business. Unless otherwise required by the Articles of Incorporation, these Bylaws or Florida Statutes, the act of a majority of the directors present shall be the act of the Board of Directors. In the absence of a quorum, a majority of the directors present may adjourn the meeting from time to time until a quorum shall be present for the transaction of business.

Section 3.7 **Public Notice.**

Public notice of any meeting of the Board or its committees shall be made as required by law in accordance with the policies and procedures of the University.

ARTICLE 4
OFFICERS

Section 4.1 **Officers.**

The officers of this Corporation shall be the Chair, the Secretary, and such other officers as may be determined by the Board of Directors. Only members of the Board of Directors of the Corporation may be appointed or elected as officers of the Corporation. All officers shall have the authority to perform and shall perform such duties as described below:

(1) **Chair.** The Chair shall preside at all meetings of the Board of Directors and shall do and perform such other duties as may be assigned by the Board of Directors.

(2) **Secretary.** The Secretary shall keep full and accurate minutes of all meetings of the Board of Directors and other Board Committees. The Secretary shall transmit all notices required by these Bylaws. The Secretary may attest documents signed by the Executive Director in the name of the Corporation. The Secretary shall have charge of all official records of the Corporation, which shall be at all reasonable times open to examination of any director, and shall in general perform all duties incident to management of the office of the Secretary for the Board of Directors. Assistant secretaries may be appointed by the Secretary as deemed necessary and appropriate following notice to the Board.

Section 4.2 **Appointment and Term of Office.**

Officers of the Corporation shall be elected by the Board of Directors at the annual meeting. Each officer shall serve a term of two (2) years, each commencing immediately following such officer's election or appointment.

Section 4.3 Removal.

Any officer may be removed with or without cause by the Board of Directors whenever in its judgment the best interests of the Corporation would be served.

Section 4.4 Vacancies.

A vacancy in any office because of death, resignation, removal, disqualification or otherwise may be filled by the Board of Directors.

**ARTICLE 5
COMMITTEES**

Section 5.1 Creation of Committees.

The Board of Directors may, by resolution passed by a majority of the entire Board of Directors, designate one or more other committees, such as an Executive Committee and Finance and Audit Committee, each to consist of one or more of the directors of the Corporation.

Section 5.2 Committee Functions.

Such other committees shall have such functions and may exercise the powers of the Board of Directors as are lawfully delegated and to the extent provided in the resolution or resolutions creating such committee or committees.

Section 5.3 Meetings of Committees.

Regular meetings of committees may be held with five (5) days' notice at such time and at such place as shall from time to time be determined by the committees. Notices will be provided personally, by U.S. mail, facsimile, or email.

Section 5.4 Vacancies on Committees.

Vacancies on committees shall be filled by the Board of Directors then in office at any regular or special meeting.

Section 5.5 Minutes of Committees.

Committees shall keep regular minutes of their proceedings and report the same to the Board of Directors when required.

**ARTICLE 6
INDEMNIFICATION**

The Corporation shall indemnify each director, officer, employee and agent of the Corporation, and may indemnify any other person, to the full extent permitted by the

Florida Not For Profit Corporation Act and other applicable laws. The rights conferred by this Article 6 shall not be exclusive of any other right that any director, officer, employee, agent or other person may have or hereafter acquire under the Florida Not For Profit Corporation Act, any other statute or agreement, pursuant to a vote of disinterested directors, or otherwise. No repeal or modification of this Article 6 shall limit the rights of any director, officer, employee or agent to indemnification with respect to any action or omission occurring prior to such repeal or modification.

ARTICLE 7 AMENDMENT

These Bylaws may be amended by the vote of a majority of the Board of Directors of this Corporation and the approval of the Board of Trustees. Amendments to the Bylaws shall be subject to policies, rules or regulations, which may be established by the Board of Trustees or the State of Florida.

ARTICLE 8 FISCAL MATTERS

Section 8.1. Fiscal Year.

The fiscal year for the corporation shall begin on July 1 and end on June 30 of the following year.

Section 8.2 Operating Budget.

The annual operating budget for the Corporation shall be approved by the Board of Directors. The President of the University shall assure compliance with any requirements that may be established by the Board of Trustees or the State concerning budgetary review or approval.

Section 8.3 Financial Statements.

The Executive Director shall render to the Board at its first meeting of each fiscal year, if available, preliminary and unaudited financial statements for the year just completed. The Executive Director will submit a treasurer's report at each regular meeting of the Board.

Section 8.4 Audit.

After the close of each fiscal year, the Corporation shall cause a financial audit of its accounts and records to be conducted by an independent certified public accountant pursuant to Section 1004.28, Florida Statutes, as may be amended or supplemented, and in accordance with the rules adopted by the Auditor General pursuant to Section 11.45, Florida Statutes, as may be amended or supplemented. The President of the University shall submit the annual audit report to the Board of Trustees and the Auditor General. In addition, the Corporation shall provide a copy of its federal Application for Recognition of Exception (Form 1023) and each year shall provide a copy of its Form 990, Return of

Organization Exempt from Federal Income Tax, to the President of the University and to any other bodies as required by applicable laws of the State of Florida.

ARTICLE 9 EXECUTIVE DIRECTOR; EMPLOYEES

The Chief Financial Officer of the University or such officer's designee shall serve as Executive Director of the Corporation. The Executive Director shall be responsible for the general, day-to-day management of the affairs of the Corporation. The Executive Director shall exercise such authority to accept gifts, collect revenues and make expenditures as he/she deems necessary. The Executive Director is authorized to direct the sale of real estate of the Corporation and is also authorized to execute, in the name of FPU Financing Corporation, with the Secretary attesting, all certificates, contracts, leases, deeds, notes and other documents or legal instruments for and on behalf of the Corporation. The Executive Director shall be responsible for the maintenance and management of the Corporation's activities and personnel. A vacancy in the office of Executive Director shall be filled by the President of the University.

The Executive Director shall perform the functions of a treasurer for the Corporation. The Executive Director shall present the financial statements of the Corporation to the Board of Directors at each regular meeting of the Board of Directors and at such other times as the Board of Directors may determine. The Executive Director shall ascertain that a full and accurate account is made of all monies received and paid out on accounts administered by the Corporation and shall in general perform all duties incident to treasury for the Board of Directors.

The Board of Directors shall have the power to employ or to authorize the officers to employ such full-time or part-time employees as deemed necessary or appropriate for the conduct of the Corporation's business. Any person employed by the Corporation shall not be considered an employee of the State of Florida or an employee of the University by virtue of such person's employment by the Corporation. The Corporation shall provide equal employment opportunities to all persons regardless of race, color, religion, gender, age or natural origin.

ARTICLE 10 PARLIAMENTARY RULES

The most recent edition of "Roberts Rules of Order" shall be followed in conducting the meetings of the Board of Directors, unless otherwise provided in these Bylaws.

ARTICLE 11 MISCELLANEOUS

Section 11.1 Checks.

Checks, drafts or electronic fund transfers of funds of the Corporation may be signed/approved by the Executive Director or Chair. A facsimile may be used in lieu of

actual signatures. However, all checks in the amount of \$15,000 or greater must bear original signatures or, if facsimile signatures are used, must be initialed by the Executive Director or University President.

Section 11.2 No Vested Rights.

No member of the Board of Directors shall have any vested rights, interests, or privileges of, in or to the assets, functions, affairs or franchises of the Corporation or any right, interest or privilege which may be transferable or inheritable.

Section 11.3 Confidentiality of Records.

Upon receipt of a reasonable and specific request in writing and, to the extent provided by law, the Corporation will make public financial information including expenditures, documentation regarding completed business transactions and information about investment and management of its assets. The release of personal, financial information about a volunteer is prohibited.

Section 11.4 Conflicts of Interest

- (a) No director shall knowingly take any action or make any statement intended to influence the conduct of a fellow director in such a way as to confer any financial benefit on such director, or a family member of such director, or on any corporation in which the director is an employee or has a significant interest as a shareholder, director or officer.
- (b) In the event a matter comes before the Board of Directors or a Board committee for consideration, recommendation or decision that raises a potential or actual conflict of interest for any member of the Board of Directors or a Board committee, the member shall disclose the potential or actual conflict of interest as soon as the member becomes aware of it, and shall personally recuse himself or herself from participation in any discussions of or vote on the matter. Such disclosure shall be recorded in the minutes of any meeting in which the matter is considered, recommended or decided.
- (c) No contract or other transaction between the Corporation and one or more of its directors, or any other corporation, firm, association or entity in which one or more of the directors are directors or officers or are financially interested, shall be either void or voidable because of such relationship or interest, because such director or directors are present at the meeting of the Board of Directors, or committee thereof, which authorizes, approves, or ratifies such contract or transaction, or because of their votes are counted for such purpose, if: (i) the fact of such relationship or interest is disclosed or known to the Board of Directors or committee which authorizes, approves, or ratifies the contract or transaction by a vote or consent sufficient for the purpose without counting the votes or consents of such interested trustees; or (ii) the fact of such relationship or interest is disclosed or known to the directors entitled to vote and they authorize, approve, or ratify such contract or

transaction by vote or written consent; or (iii) the contract or transaction is fair and reasonable as to the Corporation at the time it is authorized by the Board of Directors or a committee.

- (d) All directors may be counted in determining the presence of a quorum at a meeting of the Board of Directors or a committee thereof which authorizes, approves, or ratifies such contract or transaction.
- (e) At least once a year, there shall be a full written disclosure by each member of the Board of Directors of all relationships, fees, commissions or other remunerations furnished by the Corporation to a director, his or her company, employer or associate or by any organization in which a director has a significant beneficial ownership. Additionally, should any conflict arise at any time following completion of the written disclosure statement, the Member of the Board of Directors shall so promptly notify the Executive Director of the Corporation in writing. The Board of Directors, or an executive committee appointed by the Board, will be responsible for monitoring the application of this policy.

Section 11.5 No Corporate Seal.

The Corporation shall have no seal.

Section 11.6 Rules of the Board of Trustees and the State

The Articles of Incorporation and Bylaws shall be consistent with the applicable rules of the University and of the Board of Trustees and the State, including, but not limited to, the right of the University President to monitor and control the use of the resources of the University, including, but not limited to, the name of the University; and to monitor compliance of the Corporation with state and federal laws and rules of the Board of Trustees and the State.

ARTICLES OF INCORPORATION
OF
FLORIDA POLY FINANCING CORPORATION

The undersigned, acting as incorporator of a corporation not for profit pursuant to Chapter 617 of the Florida Statutes, adopts the following Articles of Incorporation.

ARTICLE I- NAME

The name of the Corporation is Florida Poly Financing Corporation.

ARTICLE II- PRINCIPAL PLACE OF BUSINESS AND MAILING ADDRESS

The address of the Corporation's principal office is 4700 Research Way, Lakeland, Florida 33805.

Article III – PURPOSES

The specific purposes for which this Corporation is organized are:

- (a) To exist and operate solely for scientific, educational, religious, and charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, (the "Code") and no part of the income or assets of this Corporation shall be distributed to, nor inure the benefit of, any individual;
- (b) To operate without regard to race, age, religion, sex, or national origin;
- (c) To be organized and operated as a University direct-support organization, as defined in Section 1004.28 of the Florida Statutes, as may be amended or supplemented;
- (d) To receive, hold, invest and administer property and to make expenditures to or for the exclusive benefit of (i) Florida Polytechnic University (the "University"), a member of the state university system of the State of Florida, or (ii) a research and development park or research and development authority affiliated with the University and organized under part V of Chapter 159 of the Florida Statutes;
- (e) To issue revenue bonds or other forms of indebtedness when such revenue bonds or other forms of indebtedness are used to finance or refinance capital projects which are to provide facilities necessary and desirable to serve the needs and purposes of the University;
- (f) To acquire real and personal property and to contract for sale and disposal of same;
- (g) To approve and execute contracts for the purchase, sale, lease or acquisition of commodities, goods, equipment, construction services, lease of real and personal property and construction;

(h) To carry out its functions such that no substantial part of the Corporation's activities shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of (or in opposition to) any candidate for public office; and

(i) To operate, participate in or manage any other programs or activities that are not prohibited by law and that do not conflict with the provisions of Section 501(c)(3) of the Code.

ARTICLE IV — POWERS

The Corporation shall have and exercise all powers of a corporation not for profit as the same now exist or may hereinafter exist under the laws of the State of Florida. No part of the assets, income or profits of the Corporation shall be distributed to, or inure the benefit of, its members, directors or officers or any private individual, except that the Corporation shall be authorized and empowered to pay reasonable compensation to its employees for services rendered and to make payments and distributions in the furtherance of the purposes set forth herein. Notwithstanding any other provision hereof, the Corporation shall not conduct or carry on any activities not permitted to be conducted or carried on by an organization exempt from federal income taxation under Section 501(c)(3) of the Code or by an organization, contributions to which are deductible under Section 170(c)(2) of the Code.

Upon certification as a direct support organization by The Florida Polytechnic University Board of Trustees (the "Board of Trustees"), the Corporation shall be authorized to use the property, facilities and personal services of the University, to receive, hold, invest or administer assets or property and to make expenditures for the benefit of the University. The Corporation further shall be authorized to issue revenue bonds, certificates of participation or other forms of indebtedness upon approval of the Board of Trustees and in accordance with the applicable laws of the State of Florida, and to enter into agreements to finance, design and construct, lease, lease-purchase, purchase, or operate facilities necessary and desirable to serve the needs and purposes of the University.

ARTICLE V - MEMBERS

The Corporation shall have no Members.

ARTICLE VI

DIRECTORS AND THE MANNER OF ELECTIONS OF DIRECTORS

The Corporation shall be managed by or under the direction of a Board of Directors. At all times, there shall be at least three but no more than five members of the Board of Directors. The Board of Directors shall carry out the purposes of the Corporation in compliance with these Articles of the Corporation and the Corporation's Bylaws. The method of appointment or election of directors shall be as stated in the Bylaws of this Corporation.

ARTICLE VII — DISSOLUTION

In the event of dissolution of the Corporation, the winding up of its affairs, the de-certification of the Corporation as a direct support organization by the Board of Trustees of the University, or other liquidation of its assets, the Corporation's property shall not be conveyed to any organization created or operated for profit or to any individual, and all assets remaining after the payment of the Corporation's debts shall be conveyed or distributed at the direction of the then Directors of the Corporation to The Florida Polytechnic University Board of Trustees, or if such organization has ceased to exist, to Florida Polytechnic University, or if such organization has ceased to exist, to such other organization or organizations that are exempt from federal income tax under Section 501(c)(3) of the Code as directed by the Board of Governors of the State of Florida.

ARTICLE VII — AMENDMENT

The Board of Directors of the Corporation may amend, alter or repeal any provision of these Articles of Incorporation in the manner now or hereinafter provided by Florida law; provided, however, that amendment shall not become effective until approved by the Board of Trustees after submission to them by the President of the University.

ARTICLE IX - INITIAL REGISTERED AGENT AND STREET ADDRESS

The name and the street address of the initial registered agent is Regina DeIulio, Esq., Vice President and General Counsel, 4700 Research Way, Lakeland, Florida 33805.

ARTICLE X – INCORPORATOR

The name and street address of the incorporator for these Articles of Incorporation are: Ken Artin, Esq., Bryant Miller Olive P.A.255 South Orange Avenue, Suite 1350, Orlando, Florida 32801.

ARTICLE XI – INDEMNIFICATION

Directors, officers, employees and agents of the Corporation shall be indemnified to the full extent permitted by Florida law.

IN WITNESS WHEREOF, I have set my hand and seal this ____ day of May, 2022.

Ken Artin, Esq.

CERTIFICATE OF ACCEPTANCE AS REGISTERED AGENT

Having been named as the Registered Agent in the Articles of Incorporation of FPU Financing Corporation, I hereby accept and agree to act in this capacity.

Dated: this ____ day of May, 2022

Regina DeIulio, Esq.

THE FLORIDA POLYTECHNIC UNIVERSITY BOARD OF TRUSTEES

FPU-10.002 University Direct Support Organizations.

(1) **Purpose.** The University President (“President”) may recommend to the Florida Polytechnic University (“University”) Board of Trustees (“BOT”) an organization, meeting the definition and requirements of Florida Statutes, Section 1004.28, to be established and certified a Florida Polytechnic University Direct Support Organization (“DSO”). Upon certification by the BOT, a DSO is authorized to use the property, facilities and personal services of the University in accordance with Board of Governor and University regulations, policies and procedures.

(2) **Certification.** In order to be considered for certification as a DSO, an eligible organization under Florida Statutes, Section 1004.28, must submit to the BOT proposed Articles of Incorporation and Bylaws. Any subsequent amendments to the Articles of Incorporation or Bylaws of the organization are subject to the approval of the BOT.

(3) **DSO employees.** Any person employed by the DSO shall not be considered to be an employee of Florida Polytechnic University by virtue of employment by the DSO.

(4) **Equal Employment Opportunities.** The DSO shall provide equal employment opportunities to all persons regardless of race, color, religion, sex, age, disability, marital status, veteran status, national origin, or any other basis protected by law.

(5) **Gifts to political committees prohibited.** The DSO is prohibited from giving, either directly or indirectly, any gift to a political committee, as defined in Florida Statutes, Section 106.011, for any purpose.

(6) **Selection and Appointment of DSO’s CEO/director.** The chief executive officer or director of the organization will be selected and appointed by the University President in consultation with the DSO’s governing board. The chief executive officer or director shall report to the President or a designee reporting directly to the President.

(7) **University president’s powers and duties.** The University President shall have the following powers and duties:

1. Monitor and control the use of University resources by the DSO.
2. Control the use of the University name by the DSO.
3. Monitor compliance of the DSO with federal and state laws.
4. Approve contributions of funds or supplements to support intercollegiate athletics.

(8) **Appointments to DSO board.** The Chair of the BOT shall appoint at least one representative to the governing board and the executive committee of each DSO and the President or designee shall serve on the governing board and the executive committee of each DSO. The BOT must approve all other appointments or reappointments to the DSO’s board of directors prior to them being effective.

(9) **Operating budget.** Each DSO must prepare, at least annually, a proposed operating budget for review and approval by the DSO's governing board and must be recommended by the President to the BOT for review.

(10) **Changes in planned expenditures.** Significant changes in planned expenditures in the DSO's approved budget shall be reported to the BOT as soon as practicable, but no later than the end of the quarter in which such changes were proposed.

(11) **BOT approval thresholds.** The DSO must get BOT approval when:

- (a) The DSO is acquiring real property in excess of five hundred thousand dollars (\$500,000).
- (b) The DSO is constructing or renovating a facility and the cost of construction or renovation exceeds five hundred thousand dollars (\$500,000).
- (c) The DSO is purchasing goods and services and the total value of the contract exceeds five hundred thousand dollars (\$500,000).

(12) **Debt management and P3 guidelines.** All debt issued by a DSO is subject to the SUS Debt Management Guidelines. All public-private partnership transactions involving a DSO are subject to the State University System Public-Private Partnership Guidelines.

(13) **State funds for travel prohibited.** DSOs are prohibited from using state funds for travel expenses incurred by the DSO.

(14) **Remuneration requirements.** University personal services used by a DSO are subject to the remuneration requirements set forth in section 1012.976, Florida Statutes.

(15) **Audit.** Each DSO shall cause an annual financial audit to be conducted, in accordance with applicable laws and rules, by an independent certified public accountant upon the close of each fiscal year for submission to the BOT for review and oversight. The BOT Chair and the University President may require and receive any records or data relative to the operations of the DSO from the DSO or from its independent auditors.

(16) **Audit review.** The BOT shall submit each DSO's annual audit report to the Auditor General and the Board of Governors for review no later than nine (9) months after the close of the fiscal year.

(17) **Tax exemption.** Each DSO shall submit its federal Internal Revenue Service application for Recognition from Exemption form (Form 1023) and its federal Internal Revenue Service Return of Organization Exempt from Income Tax form (Form 990) to the President.

(18) **Decertification.** The President may recommend and request that the BOT decertify a DSO if the President determines that the organization is no longer serving the best interests of the University. Any recommendation and request for decertification shall include a plan for disposition of the DSO's assets and liabilities.

(19) The DSO shall comply with all other obligations required by law, including those required by Florida Statutes, Section 1004.28, and applicable Board of Governors and University rules, regulations, policies and procedures.

Authority: Section 7(d), Art. IX, Fla. Const.; BOG Regulation Development Procedure dated March 23, 2006; 1004.28(2)(b) FS.

History: Formerly rule 6C13-10.002, 8.5.14, Amended and renumbered FPU-10.002, 12.5.18.

May 10, 2022

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EARLY LEARNING-20 EDUCATION
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[Chapter 1004](#)

PUBLIC POSTSECONDARY
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1004.28 Direct-support organizations; use of property; board of directors; activities; audit; facilities.—

(1) DEFINITIONS.—For the purposes of this section:

(a) “University direct-support organization” means an organization which is:

1. A Florida corporation not for profit incorporated under the provisions of chapter 617 and approved by the Department of State.

2. Organized and operated exclusively to receive, hold, invest, and administer property and to make expenditures to or for the benefit of a state university in Florida or for the benefit of a research and development park or research and development authority affiliated with a state university and organized under part V of chapter 159.

3. An organization that a state university board of trustees, after review, has certified to be operating in a manner consistent with the goals of the university and in the best interest of the state. Any organization that is denied certification by the board of trustees shall not use the name of the university that it serves.

(b) “Personal services” includes full-time or part-time personnel as well as payroll processing.

(c) “Property” does not include student fee revenues collected pursuant to s. [1009.24](#).

(2) USE OF PROPERTY.—

(a) Each state university board of trustees is authorized to permit the use of property, facilities, and personal services at any state university by any university direct-support organization, and, subject to the provisions of this section, direct-support organizations may establish accounts with the State Board of Administration for investment of funds pursuant to part IV of chapter 218.

(b) The board of trustees, in accordance with regulations and guidelines of the Board of Governors, shall prescribe by regulation conditions with which a university direct-support organization must comply in order to use property, facilities, or personal services at any state university, including that personal services must comply with s. [1012.976](#). Such regulations shall provide for budget and audit review and oversight by the board of trustees, including thresholds for approval of purchases, acquisitions, projects, and issuance of debt. No later than July 1, 2019, the transfer of a state appropriation by the board of trustees to any direct-support organization may only include funds pledged for capital projects. Beginning July 1, 2019, and annually thereafter, each university board of trustees shall report to the Legislature the amount of state appropriations transferred to any direct-support organization during the previous fiscal year, the purpose for which the funds were transferred, and the remaining balance of any funds transferred.

(c) The board of trustees may not transfer any funds to and shall not permit the use of property, facilities, or personal services at any state university by any university direct-support organization

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that does not provide equal employment opportunities to all persons regardless of race, color, religion, gender, age, or national origin.

(d) The board of trustees may not permit the use of state funds for travel expenses by any university direct-support organization.

(3) **BOARD OF DIRECTORS.**—The chair of the university board of trustees shall appoint at least one representative to the board of directors and the executive committee of any direct-support organization established under this section. The president of the university for which the direct-support organization is established, or his or her designee, shall also serve on the board of directors and the executive committee of any direct-support organization established to benefit that university. The university board of trustees shall approve all appointments to any direct-support organization not authorized by this subsection.

(4) **ACTIVITIES; RESTRICTION.**—A university direct-support organization is prohibited from giving, either directly or indirectly, any gift to a political committee as defined in s. [106.011](#) for any purpose.

(5) **ANNUAL AUDIT; PUBLIC RECORDS EXEMPTION; PUBLIC MEETINGS EXEMPTION.**—

(a) Each direct-support organization shall provide for an annual financial audit of its accounts and records to be conducted by an independent certified public accountant in accordance with rules adopted by the Auditor General pursuant to s. [11.45](#)(8) and by the university board of trustees. The annual audit report shall be submitted, within 9 months after the end of the fiscal year, to the Auditor General and the Board of Governors for review. The Board of Governors, the university board of trustees, the Auditor General, and the Office of Program Policy Analysis and Government Accountability shall have the authority to require and receive from the organization or from its independent auditor any records relative to the operation of the organization. The identity of donors who desire to remain anonymous shall be protected, and that anonymity shall be maintained in the auditor's report.

(b) Other than the auditor's report, management letter, any records related to the expenditure of state funds, and any financial records related to the expenditure of private funds for travel, all records of the organization and any supplemental data requested by the Board of Governors, the university board of trustees, the Auditor General, and the Office of Program Policy Analysis and Government Accountability shall be confidential and exempt from s. [119.07](#)(1).

(c) Any portion of a meeting of the board of directors of the organization, or of the executive committee or other committees of such board, at which any proposal seeking research funding from the organization or a plan or program for either initiating or supporting research is discussed is exempt from s. [286.011](#) and s. 24(b), Art. I of the State Constitution.

(6) **FACILITIES.**—Each direct-support organization is authorized to enter into agreements to finance, design and construct, lease, lease-purchase, purchase, or operate facilities necessary and desirable to serve the needs and purposes of the university, as determined by the systemwide strategic plan adopted by the Board of Governors. Such agreements are subject to the provisions of ss. [1010.62](#) and [1013.171](#).

(7) **ANNUAL BUDGETS AND REPORTS.**—Each direct-support organization shall submit to the university president and the Board of Governors its federal Internal Revenue Service Application for Recognition of Exemption form (Form 1023) and its federal Internal Revenue Service Return of Organization Exempt from Income Tax form (Form 990).

History.—s. 172, ch. 2002-387; s. 173, ch. 2007-5; s. 89, ch. 2007-217; s. 31, ch. 2013-37; s. 1, ch. 2014-27; s. 7, ch. 2018-4; s. 1, ch. 2019-26.

9.011 University Direct Support Organizations and Health Services Support Organizations

(1) University boards of trustees may establish direct support organizations (“DSO”) and health services support organizations and certify them to use university property, facilities and personal services. Such support organizations shall be organized and operated to serve the best interests or missions of the university, including a university’s research, education and service missions, and may receive, hold, invest, and administer property and make expenditures to or for the benefit of the university or for the benefit of a research and development park or research and development authority affiliated with a university.

(2) Each board of trustees shall establish by regulation conditions with which a support organization must comply in order to use university property, facilities, or personal services and such additional conditions, controls, and requirements for support organizations as each board deems appropriate to provide for budget and audit review and oversight. In addition, the regulation must include the following conditions:

- (a) The establishment of appropriate thresholds that delineate when approval by the board of trustees is required for the purchase of goods and services by a DSO.
- (b) All debt issued by a DSO is subject to the State University System Debt Management Guidelines and all public-private partnership transactions involving a DSO are subject to the State University System Public-Private Partnership Guidelines.
- (c) The establishment of appropriate thresholds that delineate when approval is required by the board of trustees for the acquisition of real property and the construction or renovation of facilities by a DSO.
- (d) University personal services used by a DSO are subject to the remuneration requirements set forth in section 1012.976, Florida Statutes.
- (e) A DSO is prohibited from using state funds for travel expenses incurred by the DSO.
- (f) A DSO is prohibited from giving, either directly, or indirectly, any gift to a political committee as defined in section 106.011, Florida Statutes, for any purpose.

(3) The Director or Chief Executive Officer of the support organization shall report to the University President or designee.

(4) Operating budgets of support organizations shall be prepared at least annually, and approved by the organization’s governing board and the university board of trustees. Significant changes in planned expenditures in the approved budget must be reported to the university board of trustees as soon as practicable but no later than the deadline established by a board of trustees.

(5) Support organizations shall provide for an annual audit conducted pursuant to university regulations or policies. The annual audit report shall be submitted to the university board of trustees for review. The audit report shall be submitted to the Board of Governors, and the Auditor General. The university board of trustees or designee, the Board of Governors, the Auditor General, and the Office of Program and Policy Analysis and Government Accountability may require and receive any records relative to the operation of a support organization from the organization or its independent auditors.

(6) Each support organization shall submit its federal Internal Revenue Service application for Recognition of Exemption form (Form 1023) and its federal Internal Revenue Service Return of Organization Exempt from Income Tax form (Form 990) to the university board of trustees or designee at the times required by the applicable regulation or policy of the board of trustees. Copies of such forms shall be provided by each university to the Board of Governors.

(7) As of July 1, 2019, any transfer of a state appropriation to a DSO is limited to funds pledged for capital projects.

- (a) This regulation does not prohibit the transfer of non-state funds between university DSOs, or the transfer of non-state funds to the DSO, as long as the original source of funding was not a state appropriation.
- (b) A DSO may transfer funds and provide the use of DSO property, facilities or personal services without any charge to the university.
- (c) Effective for fiscal 2018-2019, and annually thereafter, each university will report to the Legislature and the Board of Governors all transfers of state funds to each university DSO, using the format and instructions specified by the Chancellor.

(8) A support organization shall provide equal employment opportunities to all persons, regardless of race, color, national origin, sex, religion, age, disability, marital status, veteran status, or any other basis protected by law.

(9) The chair of the university board of trustees shall appoint at least one representative to each DSO board of directors and executive committee (if any). The university president or designee shall also serve on the board of directors and executive committee of each DSO. The university board of trustees shall approve all appointments to any DSO board other than the chair's representative(s) or the president or president's designee. The chair's designee may not be the university president; nor may the chair and president appoint the same person to represent both the chair and the president on any one DSO board.

(10) University boards of trustees shall decertify a support organization if the university board of trustees or designee determines that the organization is no longer serving the best interest or mission of the university and decertification is appropriate. In

decertifying a support organization, the board of trustees shall require an accounting of the organization's assets and liabilities and take such reasonable action as necessary to secure the return of all university property and facilities as requested by the university.

Authority: Section 7(d), Art. IX, Fla. Const., History – Formerly 6C-3.12, 11-18-70, Amended and Renumber 12-17-74, Amended 4-14-76, 6-25-80, 8-11-85, Formerly 6C-9.11, Amended 9-28-86, 2-13-89, 4-10-90, 12-9-91, 8-1-94, 4-16-96, Amended and Renumbered 8-6-09, Amended 11-8-18.

**Florida Polytechnic University
Finance and Facilities Committee
Board of Trustees
May 23, 2022**

Subject: Skanska Prime Contract Change Order 018: Applied Research Center

Proposed Committee Action

Recommend approval of Skanska Prime Contract Change Order 018, in the amount of \$246,910.00 to the Board of Trustees.

Background Information

The Florida Polytechnic Applied Research Center is nearing its final completion date. As a result of supply chain challenges, material delays, and programmatic shifts the Substantial Completion Date has shifted to 5/23/22. The material delays are largely related to a glass shortage, door hardware/access controls, various electrical components, etc. Prior to notification of the material delays, Skanska agreed to proceed with programmatic changes, requested by the owner, resulting in a contingency deficit. The request for a Change Order includes an increase of \$139,350.00 for contingency replenish, \$69,300.00 in extended supervision, and \$38,260.00 in fees and insurances. This request is within the overall total project budget.

Supporting Documentation: Skanska USA Building, Inc. Prime Contract Change Order 18

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

Date: 5/13/2022

Prime Contract Change Order Number 018

Florida Polytechnic Applied Research Center

Project # 2318017-000

Skanska USA Building Inc.

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:

Owner Changes & Material Delays

AR	CE	Description	Amount
	247	Owner Changes (CM Contingency Replenish) & Material Delays	\$246,910.00

The original Contract Value was.....	\$36,010,729.00
Sum of changes by prior Prime Contract Change Orders.....	-\$1,403,348.32
The Contract Value prior to this Prime Contract Change Order was.....	\$34,607,380.68
The Contract Value will be changed by this Prime Contract Change Order in the amount of.....	\$246,910.00
The new Contract Value including this Prime Contract Change Order will be.....	\$34,854,290.68
The Contract duration will be changed by.....	61 days
The revised Substantial Completion date as of this Prime Contract Change Order is.....	05/23/2022

Skanska USA Building Inc.

 CONTRACTOR
 400 N Ashley Drive
 Suite 400
 Tampa, FL 33602

 Address
 BY Mark McLaughlin

 SIGNATURE _____
 DATE _____

Florida Polytechnic University Board of Trustees

 OWNER
 4700 Research Way
 Lakeland, FL 33805

 Address
 BY _____

 SIGNATURE _____
 DATE _____

Approved as to Form and Legality:

Florida Polytechnic University - Attorney

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

Date:	05.13.22	ASA No:	33
Architect/Engineer:	HOK, Inc.	Project Name:	Applied Research Center
To (Contractor):	Skanska USA Building, Inc	Project No:	PC55327/2318017
Address:	400 N Ashely Dr #400 Tampa, FL 33602	PO No:	NA

YOUR PROPOSAL HAS BEEN ACCEPTED FOR MAKING THE FOLLOWING CHANGES:

PROPOSED CHANGE		CM Contingency	Bid Package Savings	Sales Tax Savings	Construction Contract			
No.	Description				DECREASE	INCREASE		
1	(CE-247) CM Contingency Replenish	\$139,350.00	\$0.00	\$0.00	\$0.00	\$139,350.00		
2	(CE-247) Builder's Risk	\$21,463.00	\$0.00	\$0.00	\$0.00	\$21,463.00		
3	(CE-247) Insurances & Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$16,797.00		
4	(CE-247) GC Supervision	\$0.00	\$0.00	\$0.00	\$0.00	\$69,300.00		
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		
NOTICE TO PROCEED DATE:		9/23/2019	\$160,813.00	\$0.00	\$0.00	\$0.00	\$246,910.00	
ORIGINAL CONTRACT SUM:		\$8,167,763.00						
Contract Time:	Days	Complete *						
Present Contract:	912	8/31/2021	Present:	\$365.33	\$400.43	\$0.00	Present Sum:	\$34,607,380.68
This Change:	61		Change:	\$160,813.00	\$0.00	\$0.00	Add / (Deduct):	\$246,910.00
New Contract Time:	973	5/23/2022	New:	\$161,178.33	\$400.43	\$0.00	New Sum:	\$34,854,290.68

* 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%

ARCHITECT / ENGINEER

DATE

CONSTRUCTION MANAGER

DATE

For the Owner: FPU PROJECT MANAGER

DATE

For the Owner: FPU DIRECTOR/DESIGNEE

DATE

CONTINGENCY LOG

Facilities & 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
(PCO-018) Project Contingency - Add	\$ 160,813.00

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 Structural 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
10.26.2020	17(AR-022)	Transfer to Exterior Weather Screen - Advance for U-Channels (Added Scope)	\$ -
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 Structural 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
09.23.2021	VOID	Lab Exhaust Fan - Windband Replacement	\$ -
10.04.2021	26 (AR-030)	Transfer to Flooring - Nora Rubber Cove Base Add	\$ 33,547.75
10.04.2021	26 (AR-030)	Transfer to Interior Drywall & Framing - RFI 372 Shaftwall Bulkhead Add	\$ 3,581.00
10.04.2021	26 (AR-030)	Transfer to Misc. Steel - RFI 325 Added Generator Bollards	\$ 1,776.00
10.04.2021	26 (AR-030)	Transfer to Temp Fence - Sept 2021 Logistics Change	\$ 1,504.42
10.04.2021	26 (AR-030)	Transfer to Sitework - Existing Inlet Repair	\$ 2,452.00
10.04.2021	26 (AR-030)	Transfer to Exterior Weatherscreen - Taktl Re-Fabrication	\$ 11,161.99
10.04.2021	26 (AR-030)	Transfer to Exterior Curtainwall - Perimeter Firestop Repair	\$ 1,936.54
10.04.2021	26 (AR-030)	Transfer to Sitework - RFI 273 Concrete Splash Blocks	\$ 2,184.00
12.01.2021	27 (AR-031)	Transfer to Exterior Weatherscreen - RFI 208 ACM High Soffit Change	\$ 23,640.83
12.01.2021	27 (AR-031)	Transfer to Interior Glazing - GL-13 Glass Change & Hardware	\$ 500.00
12.01.2021	27 (AR-031)	Transfer to Ornamental Metals - RFI 390 Glass Guardrail Change	\$ 45,887.82
12.01.2021	27 (AR-031)	Transfer to Drywall & Ceilings - Stair 3 Ceiling Change	\$ 1,152.02
12.01.2021	28 (AR-032)	Transfer to Misc. Steel - Shop Grating Installation	\$ 9,394.00
12.01.2021	28 (AR-032)	Transfer to Interior Drywall & Framing - Stairwall Corrective Work	\$ 8,801.46
12.01.2021	28 (AR-032)	Transfer to Interior Drywall & Framing - RFI 303 2nd Means of Egress	\$ 4,972.58
12.01.2021	28 (AR-032)	Transfer to Exterior Curtainwall - Caulking Ext Entry/Exit Alcoves	\$ 2,593.59
12.01.2021	28 (AR-032)	Transfer to Sitework - Asphalt Mix Change & 2nd Mob	\$ 4,913.65
01.13.2022	29 (AR-033)	Transfer to Doors & Interior Drywall - RFI 395 OHD Threshold & Jamb	\$ 3,528.70
01.13.2022	29 (AR-033)	Transfer to Misc. Steel - Cutting Atrium Temp Steel	\$ 2,772.00
01.13.2022	29 (AR-033)	Transfer to Curtainwall - RFI 333 Exposed CW Steel	\$ 2,769.00
01.13.2022	29 (AR-033)	Transfer to Acoustical Drywall Ceilings - Access Door	\$ 275.00
02.11.2022	30 (AR-034)	Transfer to Landscape - RFI 133 Added Plants	\$ 1,920.00
02.11.2022	30 (AR-034)	Transfer to Interior Drywall & Paint - Temp Wall at 2220	\$ 4,521.00
02.11.2022	30 (AR-034)	Transfer to HVAC - RFI 398 Missing Dampers	\$ 2,029.00
02.11.2022	30 (AR-034)	Transfer to Sitework - Dumpster Enclosure Elevation Fix	\$ 3,710.30
02.11.2022	30 (AR-034)	Transfer to Acoustical Drywall Ceilings - Overtime on 2.5.22	\$ 3,024.00
04.08.2022	31 (AR-36)	Transfer to Sales Tax Savings - DPO Reconcile	\$ 5,000.00
04.08.2022	31 (AR-36)	Transfer to Drywall & Plumbing - Gas Shutoff Valve Move	\$ 21,162.52
04.08.2022	31 (AR-36)	Transfer to Electrical - Custodial Room Change	\$ 743.92
04.08.2022	31 (AR-36)	Transfer to Signage - Owner Sign Changes	\$ 4,448.00
04.08.2022	31 (AR-36)	Transfer to Interior Glass - Fire Rate Glass Change and Manufacture Change	\$ 31,219.00
04.08.2022	31 (AR-36)	Transfer to Specialties - Muuto Dot Change	\$ 861.70
04.08.2022	31 (AR-36)	Transfer to Interior Glass - Owner Added Film	\$ 630.00
04.08.2022	31 (AR-36)	Transfer to Electrical - Glassware Washer Power Change	\$ 3,316.52
04.08.2022	31 (AR-36)	Transfer to Electrical - Owner Changes to R000m 2200 Back Wall	\$ 2,816.05
04.08.2022	31 (AR-36)	Transfer to Electrical - Site Emergency Light Change	\$ 5,607.02
04.08.2022	31 (AR-36)	Transfer to Electrical & Drywall - Owner Changes to Computer Room 2200	\$ 3,069.90
04.08.2022	31 (AR-36)	Transfer to Exterior Weatherscreen - RFI 411 & 348 Panel Mods	\$ 4,691.00

Change Order - Owner Changes & Material Delays

May 13, 2022

Pkg	Package Description	PCO-018	Cost / SF	NOTES
			95,000	
LS	CM Contingency (Replenish) - Added Scope	\$ 139,350	\$1.47	See Owner Change Log
Subtotal Cost of Work:		\$139,350	\$1.47	
LS	General Conditions	\$ 69,300	\$0.73	Reduce d Hr Amount for the 2 Month Extension
LS	Misc. Permits/Fees	\$ -	\$0.00	By Owner
0.00%	Sales Tax	\$ -	\$0.00	By Owner
2.58%	CCIP	\$ 6,147	\$0.06	
1.42%	SDI	\$ 1,979	\$0.02	
Subtotal:		\$216,776	\$2.28	
4.00%	Fee	\$ 8,671	\$0.09	
LS	Payment & Performance Bond	\$ -	\$0.00	
LS	Builder's Risk	\$ 21,463	\$0.23	April 2022 & May 2022 Extension
Total:		\$246,910	\$2.60	

PCO-018 Cost Narrative

CM Contingency (Replenish) – Added Scope:

- Owner Changes and Additions have been funded out of the CM Contingency budget up until this point in order to move the project along in a timely manner, but CM Contingency has now been expended and will not cover the unforeseen material and supply chain delays. The amount of agreed upon owner changes that is additional scope in excess of the contract and GMP-03 is included in the attached Owner Change Log (reference).
- Actual and Estimated Costs are included in the Owner Change Log, and the estimated cost will be verified/reviewed prior to issuing subcontractor change orders. The intent of this change order is to replenish CM Contingency to issue subcontractor change orders for work already complete or in progress, and final project costs will be fully reconciled at a alter date.

Insurance:

The Project Builder’s Risk Insurance has been extended for the months of April 2022 and May 2022.

General Conditions:

- 2 months (April and May 2022) is included with a reduced hours for onsite personnel.
- The Close-out period of time was already included in GMP-03 and will shift to June & July 2022.

PERSONNEL- GC's		GMP-03 Construction									Close-Out		Total Hours	Rate	Total Cost
		J	A	S	O	N	D	J	F	M	A	M			
		Mo.	Mo.	Mo.	Mo.	Mo.	Mo.	Mo.	Mo.	Mo.	Mo.	Mo.			
		1	2	3	4	5	5	6	7	8	9	10			
On-Site Operations															
Account Manager	Chuck Jablon	0	0	20	20	20	20	20	20	20	0	0	140	\$200.00	\$ 28,000.00
Project Executive	Mark McLaughlin	0	0	87	87	87	87	87	87	87	0	0	609	\$175.00	\$ 106,575.00
Project Manger	Sarah Vasconi Vowels	0	0	0	174	174	174	174	174	174	174	174	1392	\$110.00	\$ 153,120.00
Project Engineer	Mat Warrilow	0	0	0	174	174	174	174	174	174	174	174	1392	\$80.00	\$ 111,360.00
Superintendent	Dale Striker	0	0	174	174	174	174	174	174	174	0	0	1218	\$120.00	\$ 146,160.00
On-Site Support															
EHS	Various	0	0	20	20	20	20	20	20	20	0	0	140	\$85.00	\$ 11,900.00
Scheduling Manager	Andres DoSantos	0	0	8	8	8	8	8	8	8	0	0	56	\$110.00	\$ 6,160.00
IT Technician	Ryan Samaro	0	0	4	4	4	4	4	4	4	0	0	28	\$95.00	\$ 2,660.00
Contracts Manager	Linda Miller	0	0	24	0	0	0	0	0	0	0	0	24	\$55.00	\$ 1,320.00
Project Accountant	Charlotte Santillana	0	0	0	87	87	87	87	87	87	87	87	696	\$65.00	\$ 45,240.00
Project Controls Manager	David Letlow	0	0	0	4	4	4	0	0	0	0	0	12	\$95.00	\$ 1,140.00
												5,707		\$613,635	

*Included in GMP-03

PERSONNEL- GC's		GMP-03 Construction									PCO-018		Close-Out		Total Hours	Rate	Total Cost		
		J	A	S	O	N	D	J	F	M	A	M	J	J					
		Mo.	Mo.	Mo.	Mo.	Mo.	Mo.	Mo.	Mo.	Mo.	Mo.	Mo.	Mo.	Mo.					
		1	2	3	4	5	5	6	7	8	9	10	11	12					
On-Site Operations																			
Account Manager	Chuck Jablon	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$200.00	\$ -
Project Executive	Mark McLaughlin	0	0	0	0	0	0	0	0	0	32	32	0	0	0	0	64	\$175.00	\$ 11,200.00
Project Manger	Sarah Vasconi Vowels	0	0	0	0	0	0	0	0	0	87	87	0	0	0	0	174	\$110.00	\$ 19,140.00
Project Engineer	Mat Warrilow	0	0	0	0	0	0	0	0	0	87	87	0	0	0	0	174	\$80.00	\$ 13,920.00
Superintendent	Dale Striker	0	0	0	0	0	0	0	0	0	87	87	0	0	0	0	174	\$120.00	\$ 20,880.00
On-Site Support																			
EHS	Various	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$85.00	\$ -
Scheduling Manager	Andres DoSantos	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$110.00	\$ -
IT Technician	Ryan Samaro	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$95.00	\$ -
Contracts Manager	Linda Miller	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$55.00	\$ -
Project Accountant	Charlotte Santillana	0	0	0	0	0	0	0	0	0	32	32	0	0	0	0	64	\$65.00	\$ 4,160.00
Project Controls Manager	David Letlow	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$95.00	\$ -
												650		\$69,300					

Schedule Summary – Material Delays

Documented material delays of the laminated glass units for the Interior Glass Partitions as well as the Interior Glass Guardrail has been included in the attached schedule update. Initially, all glass was supposed to arrive in Late February/early March and the manufacturer has notified of an 8 week delay.

An additional delay for the ASSA ABLOY Aluminum Framing (Interior Glass Partitions) is included with actual dates. The team was notified on February 17, 2022 that the aluminum order would be delayed until mid-July 2022. The decision to switch to a different manufacturer C. R. Lawrence was made the following week – and the original order was cancelled on February 25, 2022. CRL material was received the last week in March 2022, and install of frames commenced April 4, 2022 onsite – completing by April 22, 2022.

Access Control Devices/Panels are delayed with an estimated arrival date of Late July, but a portion could be as late as Fall 2022. All doors will be made securable by keyed lock in the interim. This scope will have no bearing on Substantial Completion, but will be completed prior to Financial Close-out of the project.

Any added Owner Changes may not be completed prior to Substantial Completion, and it is agreed that they will be completed post-occupancy, prior to Financial/Final Close-out.

The Substantial Completion Date on the Schedule has been changed to May 23, 2022.

FPU-ARC Owner Change Log

5/2/2022

Status	CE	Company	Actual Amt	Est Amt - Contingency	Date	Description	Type
Complete	141	Borrell	\$4,217	\$0	6/30/2021	RFI 340 - Added J Boxes (Owner Request)	Owner Change
Complete	167	Borrell/WTG	\$1,518	\$0	8/30/2021	RFI 363 - Stool Trim Power Add	Owner Change
Complete	163	B&I/Scott	\$3,756	\$0	8/30/2021	RFI 364 - (2) Snorkel Add Capstone	Owner Change
Complete	157	Mutiple	\$5,277	\$0	9/17/2021	RFI 375 - Area A (L2) Added Storage Space	Owner Change
Complete	176	NetPlanner	\$44,047	\$0	10/5/2021	IDF Rooms Build-out (2210 & 2247)	Owner Change
Complete	169	IDS/Key/Kenpat/Borrell	\$5,283	\$0	10/21/2021	RFI 383 - Window Add (Owner Request)	Owner Change
Complete	224	Borrell	\$2,816	\$0	11/5/2021	RFI 393 - Added Conduit & Wall Plates (Room 2200)	Owner Change
Open		IDS	\$0	\$5,000	12/2/2021	Bathroom Wave Switches (Labor Only)	Owner Change
Complete	229	Kenpat/Borrell	\$3,070	\$0	12/20/2021	RFI 414 - Room 2220 Computer Room Changes	Owner Change
Open	230	Kenpat/Borrell/Netplanner	\$20,119	\$6,000	1/5/2022	RFI 422 - Combination of Rooms	Owner Change
Complete	207	B&I	\$4,895	\$0	1/5/2022	RFI 424 - CW Point-of-Use Future Connections	Owner Change
Open	238	Borrell/SPO/Netplanner	\$9,986	\$15,000	1/17/2022	RFI 432 - Multi-Use Room Floor Boxes	Owner Change
Open	202	Fine/Borrell/Mullet's	\$0	-\$45,000	1/24/2022	RFI 434 - IT & Front Desk Deletion	Owner Change
Open	243	Kenpat/Borrell	\$3,759	\$3,000	2/15/2022	RFI 441 - Owner Directive - Furred Wall for Added Displays	Owner Change
Open		NetPlanner/Borrell	\$5,063	\$2,000	2/15/2022	RFI 442 - Owner Directive - 3D Printer Changes [Room 1143]	Owner Change
Complete	244	Borrell	\$1,616	\$0	3/8/2022	RFI 444 - AV Credenza Power (3 Conference Rooms)	Owner Change
Complete	246	Borrell	\$728	\$0	3/9/2022	RFI 440 - Missing Wave Switch Location	Owner Change
Open		Borrell	\$0	\$9,000	3/11/2022	RFI 450 - Furniture Power Adds (2224, 2219, 2218/2217)	Owner Change
Open		NetPlanner	\$0	\$2,500	3/11/2022	RFI 451 - Function of Rooms (2220 & 2219)	Owner Change
Open		Borrell	\$0	\$1,500	3/11/2022	RFI 454 - Vending Add (1121)	Owner Change
Open		B&I/Scott	\$0	\$4,200	3/18/2022	Added Snorkel in the Optics lab	Owner Change
Open		B&I	\$0	\$12,000	3/18/2022	(7) Added CW Point-of-Use Connections	Owner Change
Open		Netplanner	\$0	\$1,000	3/23/2022	Bolting Down 1st floor IDF/MDF Room Racks	Owner Change
Open		IDS/C&C/Diverzify	\$0	\$1,500	4/6/2022	Change back to the Door 1180	Owner Change
Open		Tritech	\$0	\$5,500	4/7/2022	RFI 467 - BOH Safety Shower Add	Owner Change

Total = \$116,150 \$23,200

Total Amount (Actual + Estimated) = \$139,350

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022														
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov					
Florida Polytechnic Applied Research Center_UPDATE_DD 04.25.22		1146	65	01-Jan-18 A	22-Jul-22	▼ 22-Jul-22, Florida Polytechnic Applied Resea														
Milestones		877	45	01-Aug-18 A	22-Jul-22	▼ 22-Jul-22, Milestones														
MS-01	Award Pre-Construction Contract	0	0		01-Aug-18 A															
MS-13	GMP #1 Execution/ Notice to Proceed	0	0		23-Sep-19 A															
MS-05	ARC Building - Demo Start	0	0	04-Nov-19 A																
MS-16	GMP #2 - Board of Trustees Meeting	0	0		25-Feb-20 A															
MS-03	GMP #2 - Execution	0	0		26-Feb-20 A															
MS-14	FPU Confirm 2020 Funding	0	0		12-Mar-20 A															
MS-06	Structure Top-Out	0	0		07-Apr-20 A															
MS-04	PCO #5 - Execution	0	0		17-Jun-20 A															
MS-11	Transformer Set & Power Available (By TECO)	0	0		22-Feb-21 A															
MS-07	South Bar Envelope Dried-In	0	0		04-Mar-21 A															
MS-17	North Bar Envelope Dried-In	0	0		04-Mar-21 A															
MS-18	Atrium Envelope Dried-In	0	0		05-Mar-21 A															
MS-23	FPU Confirm 2021 Funding	1	0	03-May-21 A	03-May-21 A															
MS-25	GMP #3 (2021) - Execute GMP 3 (2021 Funding)	0	0		29-Jun-21 A															
MS-24	Level 1 Lab Drywall - Start	0	0	02-Jul-21 A																
MS-08	Power & Conditioned Air Ready	0	0		07-Jul-21 A															
MS-21	Taktl Panels Complete	0	0		28-Jul-21 A															
MS-22	Level 1 Interior Drywall & Prime Paint - Complete	0	0		10-Dec-21 A	◆ Drywall & Prime Paint - Complete														
MS-27	Level 2 Interior Drywall & Prime Paint - Complete	0	0		16-Dec-21 A	◆ Drywall & Prime Paint - Complete														
MS-26	Lab Casework Delivery	0	0		28-Jan-22 A	◆ Lab Casework Delivery														
MS-20	GMP #3A - Complete Buildout	0	0		23-May-22	◆ GMP #3A - Complete Buildout														
MS-09	Substantial Completion	0	0		23-May-22*	◆ Substantial Completion														
MS-28	Grand Opening (Ribbon Cutting) Event	0	0	24-May-22*		◆ Grand Opening (Ribbon Cutting) Event														
MS-10	Final Completion	0	0		22-Jul-22	◆ Final Completion														
Design		594	0	01-Jan-18 A	06-Jul-20 A															
DE-103	Programming & Planning	125	0	01-Jan-18 A	29-Jun-18 A															
DE-108	Conceptual Design	95	0	14-Feb-18 A	29-Jun-18 A															
DE-100	Advanced Schematic Design	50	0	02-Jul-18 A	01-Mar-19 A															
DE-107	FPU Review	10	0	02-Jul-18 A	16-Jul-18 A															
DE-109	FPU Review - Schematic Design	10	0	17-Sep-18 A	15-Mar-19 A															
DE-102	Design Development	50	0	12-Dec-18 A	14-Jun-19 A															
DE-112	FPU Review - DD	10	0	01-Apr-19 A	14-Jun-19 A															
DE-113	Design Team Submit for SWFMWD Permitting	30	0	12-Jun-19 A	25-Jun-19 A															
DE-110	100% Foundation & Structure - 60% Overall CD	43	0	14-Jun-19 A	15-Aug-19 A															
DE-104	100% Construction Documents (For Permit)	50	0	16-Aug-19 A	01-Nov-19 A															
DE-111	FPU Review - 100% Foundation & Structure - 60% Overall CD	10	0	16-Aug-19 A	29-Aug-19 A															
DE-106	Permitting (Phase 1 - Foundation & Structure)	30	0	11-Sep-19 A	01-Nov-19 A															
DE-116	ASI #01 - Garage Addition - Structural Design	30	0	13-Sep-19 A	18-Oct-19 A															
DE-117	100% CD Permit Drawing Set Issue (From HOK)	0	0		01-Nov-19 A															
DE-115	FPU Review - 100% Construction Documents	10	0	04-Nov-19 A	15-Nov-19 A															
DE-114	Permitting (Phase 2 - Exterior, Full Build-out)	30	0	04-Nov-19 A	07-Apr-20 A															
DE-118	100% CONFORMED Documents (For Construction)	30	0	09-Dec-19 A	10-Mar-20 A															
DE-120	Skanska Prepare Pricing for Conformed Set Changes	30	0	10-Mar-20 A	14-May-20 A															

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022										
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	
DE-119	100% For Construction Permit Issue (From FPU)	0	0		07-Apr-20 A											
DE-121	Conformed Set Pricing to FPU for Review	10	0	15-May-20 A	06-Jul-20 A											
BIM Coordination		52	0	09-Mar-20 A	12-Jun-20 A											
BIM-1000	BIM Kick Off Meeting	1	0	09-Mar-20 A	09-Mar-20 A											
BIM-1001	Underground Coordination	3	0	20-Mar-20 A	27-Mar-20 A											
BIM-1002	Level 1 Coordination	10	0	27-Mar-20 A	27-Apr-20 A											
BIM-1003	Level 2 Coordination	10	0	24-Apr-20 A	12-Jun-20 A											
Scope Changes		83	0	03-Sep-20 A	04-May-21 A											
Taktl Panels		36	0	03-Sep-20 A	17-Feb-21 A											
SC-1000	Taktl Joint Closure Redesign By HOK	10	0	03-Sep-20 A	20-Jan-21 A											
SC-1013	Re-Pricing By Skanska	5	0	20-Jan-21 A	21-Jan-21 A											
SC-1014	Fabrication & Delivery Of Materials - Screen	25	0	22-Jan-21 A	17-Feb-21 A											
Fire Protection Redesign - Storage Space		82	0	01-Dec-20 A	04-May-21 A											
SC-1001	Direction to Develop Shop Drawings for Storage Space Classification	5	0	01-Dec-20 A	04-Dec-20 A											
SC-1002	Sprinklermatic Develops Preliminary Revised FP Permit Drawings	30	0	07-Dec-20 A	12-Feb-21 A											
SC-1003	FPU/HOK Review of Preliminary Revised FP Permit Drawings	20	0	15-Mar-21 A	27-Apr-21 A											
SC-1017	FPU Decision - Maintaint Full occupance - storage space not required	0	0	04-May-21 A												
Lighting		10	0	01-Dec-20 A	03-May-21 A											
SC-1007	FPU Direction to Provide Preliminary Pricing for Alternate Lighting - Storage	5	0	01-Dec-20 A	04-Dec-20 A											
SC-1009	Preliminary Pricing	5	0	07-Dec-20 A	17-Dec-20 A											
SC-1010	Work On Hold By FPU	5	0	18-Dec-20 A	03-May-21 A											
Pre-Construction		741	0	27-Jul-18 A	29-Jun-21 A											
GMP 1		285	0	27-Jul-18 A	23-Sep-19 A											
PR-108	Conceptual Design - Pricing Confirmation Deliverable	20	0	27-Jul-18 A	30-Aug-18 A											
PR-101	Schematic Design - Pricing Confirmation Deliverable	20	0	17-Sep-18 A	26-Feb-19 A											
PR-107	Design Development - Pricing Confirmation Deliverable	25	0	01-Mar-19 A	10-Jul-19 A											
PR-109	GMP #1 - Foundation & Structure	15	0	21-Aug-19 A	10-Sep-19 A											
PR-114	GMP #1 - Review & Approval - By FPU	5	0	09-Sep-19 A	23-Sep-19 A											
GMP 2		103	0	04-Nov-19 A	26-Feb-20 A											
PR-116	GMP #2 - Skanska Review Drawings	5	0	04-Nov-19 A	05-Nov-19 A											
PR-115	GMP #2 - Out To Bid	0	0		05-Nov-19 A											
PR-117	GMP #2 - Pricing	20	0	06-Nov-19 A	05-Dec-19 A											
PR-123	GMP #2 - Mechanical & Plumbing Re-bidding / Pricing	24	0	06-Dec-19 A	10-Jan-20 A											
PR-106	GMP #2 - FPU Review / Provide Direction (VE Options)	5	0	13-Jan-20 A	27-Jan-20 A											
PR-119	GMP #2 - Skanska Review & Confirm Pricing - MEP / Metal Panels / Rainsc	10	0	13-Jan-20 A	28-Jan-20 A											
PR-121	GMP #2 - Skanska Prepare & Submit	3	0	23-Jan-20 A	29-Jan-20 A											
PR-122	GMP #2 - Review & Approval - By FPU	15	0	30-Jan-20 A	25-Feb-20 A											
PR-125	GMP #2 - Early Release Masonry Approval	5	0	30-Jan-20 A	26-Feb-20 A											
GMP 3 / PCO #5		83	0	10-Dec-19 A	17-Jun-20 A											
PR-120	GMP #2 - Glass Shop Drawings Release	0	0		10-Dec-19 A											
PR-112	GMP #3 - Out to Bid	0	0		13-Feb-20 A											
PR-113	GMP #3 - Pricing	20	0	14-Feb-20 A	12-Mar-20 A											
PR-118	GMP #3 - Skanska Review & Confirm Pricing - Interiors	20	0	13-Mar-20 A	12-May-20 A											
PR-124	GMP #3 - FPU Review/ provide Direction (Project Funding)	20	0	13-Mar-20 A	20-May-20 A											
PR-128	GMP #3 - FPU Notice of Project Scope Adjustment (Project Funding)	0	0	05-May-20 A												

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022											
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov		
PR-127	PCO #5 - Change Order Execution	10	0	20-May-20 A	17-Jun-20 A												
GMP 3 (2021 Funding)		74	0	17-Feb-21 A	29-Jun-21 A												
Skanska GMP Prep		49	0	24-Feb-21 A	04-Jun-21 A												
PR-141	GMP #3 (2021) - Pricing - Drywall Trade (1st Floor)	15	0	24-Feb-21 A	31-Mar-21 A												
PR-139	GMP #3 (2021) - Pricing - Remainder of Existing Trades	12	0	16-Mar-21 A	02-Apr-21 A												
PR-130	GMP #3 (2021) - Bidding - New Finish Trades	30	0	19-Mar-21 A	15-Apr-21 A												
PR-134	GMP #3 (2021) - Skanska Prepare & Submit	30	0	16-Apr-21 A	04-Jun-21 A												
FPU Review Tasks		74	0	17-Feb-21 A	29-Jun-21 A												
PR-138	GMP #3 (2021) - FPU to Designate Buildout Scope	20	0	17-Feb-21 A	15-Mar-21 A												
PR-140	GMP #3 (2021) - FPU to Review & Issue PCO (Drywall 1st Floor Only)	5	0	02-Apr-21 A	19-Apr-21 A												
PR-137	GMP #3 (2021) - FPU Confirm Funding	0	0	04-May-21 A													
PR-136	GMP #3 (2021) - Review By FPU (including revisions) - Submit to BOT	5	0	07-Jun-21 A	14-Jun-21 A												
PR-143	GMP #3 (2021) - Review By FPU - BOT	10	0	15-Jun-21 A	28-Jun-21 A												
PR-135	GMP #3 (2021) - FPU BOT Meeting & Approval	1	0	29-Jun-21 A	29-Jun-21 A												
PR-142	GMP #3 (2021) - Execute GMP 3 (2021 Funding)	3	0	29-Jun-21 A	29-Jun-21 A												
State - Fed Decisions		29	0	04-May-21 A	10-Jun-21 A												
PR-150	FL Govern or Confirmation of Funding	9	0	04-May-21 A	28-May-21 A												
PR-151	Federal Funding Release	20	0	01-Jun-21 A	10-Jun-21 A												
Procurement		652	16	23-Sep-19 A	16-May-22												
GMP #1		214	0	23-Sep-19 A	05-Oct-20 A												
Sitework		79	0	23-Sep-19 A	03-Feb-20 A												
PRO-118	Skanska Award Contracts	10	0	23-Sep-19 A	14-Oct-19 A												
PRO-115	Prepare Submittals	10	0	09-Oct-19 A	04-Dec-19 A												
PRO-116	A/E Review & Approve Submittals	10	0	14-Oct-19 A	03-Feb-20 A												
PRO-119	Procure Long Lead Utilities	25	0	23-Oct-19 A	16-Dec-19 A												
PRO-177	Procure Added / Changed Utilities (ASI #2)	20	0	11-Dec-19 A	16-Dec-19 A												
CIP Concrete		183	0	23-Sep-19 A	19-Jun-20 A												
Foundations		61	0	23-Sep-19 A	16-Dec-19 A												
PRO-113	Skanska Award Contracts	10	0	23-Sep-19 A	25-Nov-19 A												
PRO-109	Prepare Submittals	15	0	11-Nov-19 A	21-Nov-19 A												
PRO-110	A/E Review & Approve Submittals	10	0	22-Nov-19 A	25-Nov-19 A												
PRO-111	Fabrication & Delivery	7	0	26-Nov-19 A	16-Dec-19 A												
Slabs		117	0	20-Nov-19 A	19-Jun-20 A												
PRO-121	A/E Review & Approve Submittals	10	0	20-Nov-19 A	22-Jan-20 A												
PRO-120	Prepare Submittals	15	0	20-Dec-19 A	28-Jan-20 A												
PRO-122	Fabrication & Delivery	5	0	11-May-20 A	19-Jun-20 A												
Deep Foundations		45	0	23-Sep-19 A	03-Dec-19 A												
PRO-126	Skanska Award Contracts	10	0	23-Sep-19 A	04-Oct-19 A												
PRO-124	Prepare Submittals	10	0	07-Oct-19 A	11-Nov-19 A												
PRO-125	A/E Review & Approve Submittals	5	0	05-Nov-19 A	15-Nov-19 A												
PRO-127	Procurement / Mobilization	5	0	18-Nov-19 A	03-Dec-19 A												
Structural Steel		203	0	24-Sep-19 A	05-Oct-20 A												
PRO-101	Skanska Award Contracts - Structural Steel	10	0	24-Sep-19 A	03-Oct-19 A												
PRO-104	Prepare Structural Steel Submittal	25	0	07-Oct-19 A	07-Jan-20 A												
PRO-105	A/E Review Structural Steel Submittal	20	0	18-Oct-19 A	28-Feb-20 A												

16-May-22, Procurement

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022											
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov		
PRO-107	Fabrication & Delivery - Structural Steel	35	0	13-Dec-19 A	02-Mar-20 A												
Stairs		203	0	24-Sep-19 A	05-Oct-20 A												
PRO-204	Skanska Award Contracts - Stairs	10	0	24-Sep-19 A	03-Oct-19 A												
PRO-205	Prepare Structural Stair Submittal	25	0	17-Jan-20 A	13-Apr-20 A												
PRO-206	A/E Review Structural Stair Submittal	20	0	14-Apr-20 A	12-Jun-20 A												
PRO-207	Fabrication & Delivery - Stairs	15	0	15-Jun-20 A	05-Oct-20 A												
Fireproofing		184	0	07-Oct-19 A	23-Jun-20 A												
PRO-165	Skanska Award Contracts	10	0	07-Oct-19 A	11-Oct-19 A												
PRO-166	Prepare Submittals	10	0	20-Dec-19 A	26-Feb-20 A												
PRO-167	A/E Review & Approve Submittals	10	0	27-Feb-20 A	31-Mar-20 A												
PRO-168	Material Lead Time / Mobilization - Fireproofing	7	0	18-Jun-20 A	23-Jun-20 A												
ASI #1 Shop Spaces Add		7	0	20-Jan-20 A	26-Feb-20 A												
PRO-191	Structure Pricing	7	0	20-Jan-20 A	22-Jan-20 A												
PRO-192	Structure Pricing Approval By FPU	7	0	23-Jan-20 A	26-Feb-20 A												
GMP #2		450	0	11-Dec-19 A	19-Oct-21 A												
Glass		191	0	11-Dec-19 A	14-Sep-20 A												
PRO-102	Skanska Early Release - Design Assist	10	0	11-Dec-19 A	13-Dec-19 A												
PRO-189	Curtainwall Mockup Submittals	5	0	20-Dec-19 A	23-Jan-20 A												
PRO-103	Prepare Submittals	45	0	02-Jan-20 A	24-Apr-20 A												
PRO-187	Curtainwall Mockup Submittal Approval	5	0	24-Jan-20 A	28-Feb-20 A												
PRO-106	A/E Review & Approve Submittal	25	0	10-Feb-20 A	08-May-20 A												
PRO-188	Curtainwall Mockup - Material Lead Time	35	0	02-Mar-20 A	30-Apr-20 A												
PRO-152	Curtainwall Mock-Up Installation	2	0	11-May-20 A	11-May-20 A												
PRO-190	Curtainwall Mock-Up Approval	5	0	13-May-20 A	22-Jun-20 A												
PRO-108	Fabrication & Delivery - Glazing	60	0	22-Jun-20 A	14-Sep-20 A												
Taktl Panels		196	0	16-Mar-20 A	23-Dec-20 A												
PRO-133	Prepare Submittals-Taktl	50	0	16-Mar-20 A	11-Jun-20 A												
PRO-132	Skanska Award Contracts- Taktl	10	0	24-Mar-20 A	20-Apr-20 A												
PRO-134	A/E Review & Approve Submittals-Taktl	15	0	12-Jun-20 A	15-Sep-20 A												
PRO-135	Fabrication & Delivery - Taktl Panels	65	0	16-Sep-20 A	23-Dec-20 A												
Roofing		81	0	09-Mar-20 A	29-Jun-20 A												
PRO-136	Skanska Award Contracts	10	0	09-Mar-20 A	19-Mar-20 A												
PRO-137	Prepare Submittals	20	0	24-Mar-20 A	18-Jun-20 A												
PRO-138	A/E Review & Approve Submittals	10	0	11-Jun-20 A	25-Jun-20 A												
PRO-139	Fabrication & Delivery - Roofing	5	0	25-Jun-20 A	29-Jun-20 A												
Exterior Framing & Sheathing		60	0	16-Mar-20 A	08-Jun-20 A												
PRO-158	Prepare Submittals	10	0	16-Mar-20 A	01-May-20 A												
PRO-157	Skanska Award Contracts (GMP #2 - Early Release Scope)	5	0	24-Mar-20 A	20-Apr-20 A												
PRO-159	A/E Review & Approve Submittals	10	0	01-May-20 A	05-Jun-20 A												
PRO-160	Fabrication & Delivery - Exterior Framing & Sheathing	5	0	19-May-20 A	08-Jun-20 A												
Mechanical		217	0	02-Mar-20 A	02-Apr-21 A												
Roof Curbs		97	0	05-Mar-20 A	24-Jul-20 A												
PRO-193	Skanska Award Contracts	15	0	05-Mar-20 A	17-Mar-20 A												
PRO-194	Prepare Submittals	5	0	12-Mar-20 A	05-Jun-20 A												
PRO-195	A/E Review & Approve Submittals	5	0	08-Jun-20 A	16-Jun-20 A												

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022												
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov			
PRO-196	Fabrication & Delivery - Roof Curbs	15	0	17-Jun-20 A	24-Jul-20 A													
Rooftop Exhaust Fans		124	0	12-Mar-20 A	12-Mar-21 A													
PRO-197	Prepare Submittals	25	0	12-Mar-20 A	16-Jul-20 A													
PRO-198	A/E Review & Approve Submittals	15	0	17-Apr-20 A	04-Aug-20 A													
PRO-199	Fabrication & Delivery - Rooftop Exhaust Fans	30	0	29-Jul-20 A	12-Mar-21 A													
Fan Coil Units		145	0	17-Mar-20 A	30-Nov-20 A													
PRO-221	Prepare Submittals	20	0	17-Mar-20 A	16-Jul-20 A													
PRO-222	A/E Review & Approve Submittals	15	0	17-Jul-20 A	05-Aug-20 A													
PRO-223	Fabrication & Delivery - FCUs	40	0	29-Jul-20 A	30-Nov-20 A													
VFDs		181	0	17-Mar-20 A	02-Apr-21 A													
PRO-224	Prepare Submittals	20	0	17-Mar-20 A	17-Jul-20 A													
PRO-225	A/E Review & Approve Submittals	15	0	20-Jul-20 A	18-Sep-20 A													
PRO-226	Fabrication & Delivery - VFDs	35	0	18-Sep-20 A	02-Apr-21 A													
Chilled Beams		84	0	17-Mar-20 A	01-Dec-20 A													
PRO-227	Prepare Submittals	20	0	17-Mar-20 A	19-Jun-20 A													
PRO-228	A/E Review & Approve Submittals	15	0	19-Jun-20 A	07-Jul-20 A													
PRO-229	Fabrication & Delivery - Chilled Beams	45	0	26-Aug-20 A	01-Dec-20 A													
Sound Attenuators		38	0	17-Mar-20 A	11-Sep-20 A													
PRO-230	Prepare Submittals	20	0	17-Mar-20 A	04-May-20 A													
PRO-231	A/E Review & Approve Submittals	15	0	04-May-20 A	22-May-20 A													
PRO-232	Fabrication & Delivery - Sound Attenuators	30	0	29-Jul-20 A	11-Sep-20 A													
Air Valves		58	0	17-Mar-20 A	29-Jan-21 A													
PRO-233	Prepare Submittals	20	0	17-Mar-20 A	21-Jul-20 A													
PRO-234	A/E Review & Approve Submittals	15	0	21-Jul-20 A	28-Jul-20 A													
PRO-235	Fabrication & Delivery - Air Valves	35	0	29-Jul-20 A	29-Jan-21 A													
Chilled Water Pump		69	0	17-Mar-20 A	14-Sep-20 A													
PRO-236	Prepare Submittals	20	0	17-Mar-20 A	23-Apr-20 A													
PRO-237	A/E Review & Approve Submittals	15	0	23-Apr-20 A	20-May-20 A													
PRO-238	Fabrication & Delivery - Chilled Water Pump	30	0	01-Sep-20 A	14-Sep-20 A													
Boilers		173	0	17-Mar-20 A	23-Nov-20 A													
PRO-239	Prepare Submittals	20	0	17-Mar-20 A	02-Jul-20 A													
PRO-240	A/E Review & Approve Submittals	15	0	02-Jul-20 A	17-Jul-20 A													
PRO-241	Fabrication & Delivery - Boilers	19	0	21-Oct-20 A	23-Nov-20 A													
Ductwork		130	0	02-Mar-20 A	19-Aug-20 A													
PRO-153	Skanska Award Contracts	15	0	02-Mar-20 A	17-Mar-20 A													
PRO-154	Prepare Submittals	20	0	17-Mar-20 A	30-Apr-20 A													
PRO-155	A/E Review & Approve Submittals	15	0	09-Apr-20 A	20-May-20 A													
PRO-156	Fabrication & Delivery - Ductwork	25	0	07-Jul-20 A	19-Aug-20 A													
Air Handling Units		207	0	17-Mar-20 A	19-Jan-21 A													
PRO-141	Prepare Submittals	25	0	17-Mar-20 A	22-Jun-20 A													
PRO-142	A/E Review & Approve Submittals	15	0	22-Jun-20 A	18-Sep-20 A													
PRO-243	AHU 1 Released	0	0		04-Sep-20 A													
PRO-244	Fabrication & Delivery - AHU 1	65	0	04-Sep-20 A	23-Dec-20 A													
PRO-245	AHU 2 Released	0	0		09-Sep-20 A													
PRO-246	Fabrication & Delivery - AHU 2	65	0	10-Sep-20 A	19-Jan-21 A													

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022												
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov			
PRO-143	Fabrication & Delivery - AHU 3	65	0	18-Sep-20 A	13-Jan-21 A													
Electrical		394	0	06-Mar-20 A	19-Oct-21 A													
Under Slab		76	0	06-Mar-20 A	23-Jun-20 A													
PRO-182	Skanska Award Contracts - Electrical	7	0	06-Mar-20 A	23-Mar-20 A													
PRO-183	Prepare Submittals	8	0	10-Mar-20 A	23-Apr-20 A													
PRO-184	A/E Review & Approve Submittals	5	0	24-Apr-20 A	23-Jun-20 A													
PRO-185	Material Lead Time - Electrical	5	0	11-May-20 A	05-Jun-20 A													
Switchgear		206	0	09-Mar-20 A	09-Dec-20 A													
PRO-149	Prepare Submittals	25	0	09-Mar-20 A	18-Mar-20 A													
PRO-150	A/E Review & Approve Submittals	20	0	19-Mar-20 A	19-Aug-20 A													
PRO-219	Revise Submittals with Conformed Set Changes	16	0	09-Jul-20 A	21-Jul-20 A													
PRO-151	Fabrication & Delivery - Switchgear	75	0	19-Aug-20 A	09-Dec-20 A													
PRO-220	Fabrication & Delivery - Panelboards	35	0	19-Aug-20 A	29-Oct-20 A													
Generator		206	0	11-Mar-20 A	03-Feb-21 A													
A1018	Prepare Submittals	5	0	11-Mar-20 A	18-Mar-20 A													
A1019	A/E Review & Approve Submittals	5	0	19-Mar-20 A	09-Sep-20 A													
PRO-242	Revise Submittals with Conformed Set Changes	16	0	28-Jul-20 A	20-Aug-20 A													
A1020	Fabrication & Delivery - Generator	80	0	10-Sep-20 A	03-Feb-21 A													
Light Fixtures		296	0	22-Jul-20 A	19-Oct-21 A													
PRO-208	Prepare Submittals- Light Fixtures (GMP3)	25	0	22-Jul-20 A	27-Jul-20 A													
PRO-209	A/E Review & Approve Submittals (GMP 3)	20	0	27-Jul-20 A	13-Nov-20 A													
PRO-210	Fabrication & Delivery - Light Fixtures GMP 3 (not PCO)	40	0	24-Aug-21 A	19-Oct-21 A													
Plumbing		15	0	09-Mar-20 A	24-Apr-20 A													
Under Slab		15	0	09-Mar-20 A	24-Apr-20 A													
PRO-145	Prepare Submittals	8	0	09-Mar-20 A	10-Mar-20 A													
PRO-146	A/E Review & Approve Submittals	10	0	11-Mar-20 A	09-Apr-20 A													
PRO-144	Skanska Award Contracts	7	0	30-Mar-20 A	08-Apr-20 A													
PRO-186	Material Lead Time - Plumbing Underground	5	0	21-Apr-20 A	24-Apr-20 A													
Elevators		180	0	17-Mar-20 A	25-Jan-21 A													
PRO-169	Skanska Award Contracts	10	0	17-Mar-20 A	17-Apr-20 A													
PRO-170	Prepare Submittals	20	0	23-Mar-20 A	25-Mar-20 A													
PRO-171	A/E Review & Approve Submittals	15	0	26-Mar-20 A	17-Apr-20 A													
PRO-172	Fabrication & Delivery - Elevators	75	0	13-Aug-20 A	25-Jan-21 A													
Fire Protection		150	0	04-Mar-20 A	01-Dec-20 A													
PRO-173	Skanska Award Contracts	10	0	04-Mar-20 A	20-Mar-20 A													
PRO-174	Prepare Submittals	15	0	23-Mar-20 A	15-Sep-20 A													
PRO-176	Material Lead Time / Mobilization - Fire Protection	3	0	31-Aug-20 A	14-Sep-20 A													
PRO-175	A/E Review & Approve Submittals	10	0	15-Sep-20 A	01-Dec-20 A													
Cast In Place Shop Walls		19	0	04-Mar-20 A	30-Mar-20 A													
PRO-181	Skanska Award Contracts	5	0	04-Mar-20 A	06-Mar-20 A													
PRO-180	Prepare Submittals	5	0	11-Mar-20 A	17-Mar-20 A													
PRO-179	A/E Review & Approve Submittals	2	0	19-Mar-20 A	26-Mar-20 A													
PRO-178	Material Lead Time / Mobilization - CIP Shop Walls	2	0	27-Mar-20 A	30-Mar-20 A													
GMP #3 / PCO #5		208	0	25-May-20 A	19-Apr-21 A													
Framing & Drywall		40	0	23-Jun-20 A	17-Aug-20 A													

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022										
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	
PRO-161	Skanska Awards Contract - Interior Framing/Top Out	10	0	23-Jun-20 A	07-Jul-20 A											
PRO-162	Prepare Submittals-Interior Framing / Top Out	15	0	08-Jul-20 A	24-Jul-20 A											
PRO-163	A/E Review & Approve Submittals-Interior Framing/Top Out	10	0	24-Jul-20 A	05-Aug-20 A											
PRO-164	Material Lead Time - Interior Framing/Top Out	10	0	05-Aug-20 A	17-Aug-20 A											
Interior Glass		41	0	04-Jan-21 A	15-Apr-21 A											
PRO-249	Prepare Submittals - Interior Glass	15	0	04-Jan-21 A	22-Jan-21 A											
PRO-248	Issue Contract - Interior Glass - Shop Only	10	0	15-Jan-21 A	22-Jan-21 A											
PRO-250	A/E Review & Approve Submittals - Interior Glass	10	0	12-Feb-21 A	26-Feb-21 A											
PRO-251	Fab and Deliver - Interior Glass - Shop Only	17	0	03-Mar-21 A	15-Apr-21 A											
Interior Painting		28	0	03-Mar-21 A	06-Apr-21 A											
PRO-252	Issue Contract - Interior Painting - Shop Only	10	0	03-Mar-21 A	09-Mar-21 A											
PRO-253	Prepare Submittals -Interior Painting - Shop Only	10	0	05-Mar-21 A	16-Mar-21 A											
PRO-254	A/E Review & Approve Submittals -Interior Painting - Shop Only	10	0	16-Mar-21 A	31-Mar-21 A											
PRO-255	Fab and Deliver - Interior Painting - Shop Only	5	0	31-Mar-21 A	06-Apr-21 A											
Lab Casework		99	0	30-Nov-20 A	19-Apr-21 A											
PRO-200	Issue Contract - Lab Casework - Shop Only	10	0	30-Nov-20 A	17-Feb-21 A											
PRO-201	Prepare Submittals - Lab Casework - Shop Only	15	0	21-Dec-20 A	04-Jan-21 A											
PRO-202	A/E Review & Approve Submittals - Lab Casework - Shop Only	10	0	07-Jan-21 A	29-Jan-21 A											
PRO-247	Fab and Deliver - Lab Casework - Shop Only	55	0	01-Feb-21 A	19-Apr-21 A											
Doors, Frames, & Hardware		66	0	25-May-20 A	28-Sep-20 A											
PRO-211	Skanska Award Contract - Door Frames	10	0	25-May-20 A	10-Aug-20 A											
PRO-212	Prepare Submittals - Door Frames	15	0	15-Jun-20 A	23-Jul-20 A											
PRO-213	A/E Review & Approve Submittals - Door Frames	10	0	24-Jul-20 A	28-Jul-20 A											
PRO-214	Material Lead Time - Door Frames	30	0	19-Aug-20 A	28-Sep-20 A											
Overhead Doors		140	0	24-Jul-20 A	26-Feb-21 A											
PRO-215	Skanska Award Contract - Overhead Doors	10	0	24-Jul-20 A	25-Sep-20 A											
PRO-216	Prepare Submittals - Overhead Doors	15	0	28-Sep-20 A	15-Oct-20 A											
PRO-217	A/E Review & Approve Submittals - Overhead Doors	10	0	16-Oct-20 A	26-Oct-20 A											
PRO-218	Material Lead Time - Overhead Doors	30	0	04-Dec-20 A	26-Feb-21 A											
GMP 3 (2021 Funding)		257	16	16-Mar-21 A	16-May-22	16-May-22, GMP 3 (2021 Funding)										
Level 1 Interior Drywall Completion		22	0	19-Apr-21 A	05-May-21 A											
A1029	Skanska - (Issue CO) Hang and Finish Drywall (1st Floor)	2	0	19-Apr-21 A	20-Apr-21 A											
A1030	Material Lead Time - Drywall (1st Floor Only)	10	0	21-Apr-21 A	05-May-21 A											
A1031	Material Lead Time - Insulation (1st Floor Only)	20	0	21-Apr-21 A	05-May-21 A											
GMP 3 ARC Full Buildout		257	16	16-Mar-21 A	16-May-22	16-May-22, GMP 3 ARC Full Buildout										
Mullion Mate		13	0	07-Jul-21 A	17-Aug-21 A											
PRO-318	Issue Contract - Mullion Mate	10	0	07-Jul-21 A	23-Jul-21 A											
PRO-317	Prepare Submittals - Mullion Mate	2	0	26-Jul-21 A	27-Jul-21 A											
PRO-316	A/E Review & Approve Submittals - Mullion Mate	5	0	28-Jul-21 A	11-Aug-21 A											
PRO-319	Fab and Deliver - Mullion Mate	4	0	12-Aug-21 A	17-Aug-21 A											
Level 2 Interior Drywall Completion		32	0	24-Jun-21 A	28-Jul-21 A											
A1042	Material Lead Time - Drywall (2nd Floor)	10	0	24-Jun-21 A	21-Jul-21 A											
A1044	Material Lead Time - Insulation (2nd Floor)	30	0	24-Jun-21 A	28-Jul-21 A											
A1043	Skanska Award Contract - Hang and Finish Drywall (2nd Floor)	2	0	16-Jul-21 A	19-Jul-21 A											
Interior Paint/Floor Sealer		78	0	16-Mar-21 A	06-Aug-21 A											

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022											
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov		
PRO-260	Skanska Award Contract - Paint	10	0	16-Mar-21 A	16-Mar-21 A												
PRO-261	Prepare Submittals - Paint	15	0	17-Mar-21 A	27-Apr-21 A												
PRO-262	A/E Review & Approve Submittals - Paint	10	0	28-Apr-21 A	07-May-21 A												
PRO-263	Material Lead Time - Paint	5	0	22-Jul-21 A	06-Aug-21 A												
Millwork		148	0	10-Sep-21 A	03-Mar-22 A	03-Mar-22 A, Millwork											
PRO-264	Skanska Award Contract - Millwork	10	0	10-Sep-21 A	11-Nov-21 A												
PRO-266	A/E Review & Approve Submittals - Millwork	10	0	02-Dec-21 A	20-Jan-22 A												
PRO-265	Prepare Submittals - Millwork	10	0	02-Dec-21 A	12-Jan-22 A												
PRO-267	Material Lead Time - Millwork	30	0	21-Jan-22 A	03-Mar-22 A												
ACT Ceilings		79	0	07-Jul-21 A	29-Nov-21 A	Ceilings											
PRO-268	Skanska Award Contract - ACT Ceilings	10	0	07-Jul-21 A	05-Aug-21 A												
PRO-269	Prepare Submittals - ACT Ceilings	7	0	02-Aug-21 A	06-Aug-21 A												
PRO-270	A/E Review & Approve Submittals - ACT Ceilings	10	0	09-Aug-21 A	16-Aug-21 A												
PRO-271	Material Lead Time - ACT Ceiling Grid	5	0	17-Aug-21 A	02-Sep-21 A												
PRO-321	Material Lead Time - ACT Ceiling Tile (Rockfon)	50	0	17-Aug-21 A	29-Nov-21 A												
Polished Concrete		60	0	07-Jul-21 A	01-Oct-21 A	Concrete											
PRO-272	Skanska Award Contract - Polished Concrete	10	0	07-Jul-21 A	20-Aug-21 A												
PRO-273	Prepare Submittals - Polished Concrete	10	0	23-Aug-21 A	30-Aug-21 A												
PRO-274	A/E Review & Approve Submittals - Polished Concrete	10	0	31-Aug-21 A	14-Sep-21 A												
PRO-275	Material Lead Time - Polished Concrete	10	0	03-Sep-21 A	01-Oct-21 A												
Interior Glass Partitions		169	2	07-Jul-21 A	26-Apr-22	26-Apr-22, Interior Glass Partitions											
PRO-276	Skanska Award Contract - Interior Glass Partitions	5	0	07-Jul-21 A	04-Aug-21 A												
PRO-277	Prepare Submittals - Interior Glass Partitions	5	0	05-Aug-21 A	25-Oct-21 A												
PRO-278	A/E Review & Approve Submittals - Interior Glass Partitions	5	0	26-Oct-21 A	06-Nov-21 A												
PRO-327	Material Lead Time - Interior Glass Partitions (Glass)	80	2	08-Nov-21 A	26-Apr-22												
PRO-279	Material Lead Time - Interior Glass Partitions (Frames)	30	0	15-Nov-21 A	01-Apr-22 A												
Sheet Vinyl/Carpet Flooring		98	0	07-Jul-21 A	22-Nov-21 A	Sheet Vinyl/Carpet Flooring											
PRO-280	Skanska Award Contract - Sheet Vinyl/Carpet Flooring	10	0	07-Jul-21 A	20-Aug-21 A												
PRO-281	Prepare Submittals - Sheet Vinyl/Carpet Flooring	15	0	23-Aug-21 A	02-Sep-21 A												
PRO-282	A/E Review & Approve Submittals - Sheet Vinyl/Carpet Flooring	10	0	03-Sep-21 A	14-Sep-21 A												
PRO-320	Material Lead Time - Nora Rubber (from Germany)	60	0	09-Sep-21 A	08-Nov-21 A												
PRO-283	Material Lead Time - Sheet Vinyl/Carpet Flooring	45	0	16-Sep-21 A	22-Nov-21 A												
Hard Tile Flooring and Walls		83	0	07-Jul-21 A	02-Dec-21 A	Tile Flooring and Walls											
PRO-284	Skanska Award Contract - Hard Tile Flooring and Walls	10	0	07-Jul-21 A	20-Aug-21 A												
PRO-285	Prepare Submittals - Hard Tile Flooring and Walls	15	0	23-Aug-21 A	02-Sep-21 A												
PRO-286	A/E Review & Approve Submittals - Hard Tile Flooring and Walls	10	0	03-Sep-21 A	14-Sep-21 A												
PRO-287	Material Lead Time - Hard Tile Flooring and Walls	30	0	16-Sep-21 A	02-Dec-21 A												
Interior Doors and Hardware		64	0	21-Jun-21 A	22-Dec-21 A	Interior Doors and Hardware											
PRO-289	Prepare Submittals - Doors and Hardware	15	0	21-Jun-21 A	30-Jun-21 A												
PRO-290	A/E Review & Approve Submittals - Doors and Hardware	10	0	01-Jul-21 A	20-Aug-21 A												
PRO-288	Skanska Award Contract - Doors and Hardware	10	0	09-Jul-21 A	17-Jul-21 A												
PRO-291	Material Lead Time - Doors and Hardware	50	0	23-Aug-21 A	22-Dec-21 A												
Wall Protection		66	0	22-Jul-21 A	01-Oct-21 A	Wall Protection											
PRO-292	Skanska Award Contract - Wall Protection	10	0	22-Jul-21 A	23-Jul-21 A												
PRO-293	Prepare Submittals - Wall Protection	15	0	02-Aug-21 A	03-Aug-21 A												

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022											
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov		
PRO-294	A/E Review & Approve Submittals - Wall Protection	10	0	04-Aug-21 A	09-Aug-21 A												
PRO-295	Material Lead Time - Wall Protection	30	0	10-Sep-21 A	01-Oct-21 A												
Division 10 Accessories		68	16	29-Sep-21 A	16-May-22	16-May-22, Division 10 Accessories											
PRO-296	Skanska Award Contract - Div 10 Accessories	10	0	29-Sep-21 A	04-Nov-21 A												
PRO-297	Prepare Submittals - Div 10 Accessories	15	0	14-Oct-21 A	25-Oct-21 A												
PRO-298	A/E Review & Approve Submittals - Div 10 Accessories	10	0	26-Oct-21 A	17-Dec-21 A												
PRO-329	A/E Review & Approve Submittals - Interior Signage	10	0	26-Nov-21 A	04-Apr-22 A												
PRO-299	Material Lead Time - Div 10 Accessories	30	0	20-Dec-21 A	15-Feb-22 A												
PRO-328	Material Lead Time - Interior Signage	30	16	04-Apr-22 A	16-May-22												
Roller Shades		68	0	29-Sep-21 A	11-Apr-22 A	11-Apr-22 A, Roller Shades											
PRO-300	Skanska Award Contract - Roller Shades	10	0	29-Sep-21 A	04-Nov-21 A												
PRO-301	Prepare Submittals - Roller Shades	15	0	14-Oct-21 A	14-Oct-21 A												
PRO-302	A/E Review & Approve Submittals - Roller Shades	10	0	18-Oct-21 A	18-Jan-22 A												
PRO-303	Material Lead Time - Roller Shades	30	0	19-Jan-22 A	11-Apr-22 A												
Hardscape		27	0	22-Jul-21 A	27-Aug-21 A												
PRO-304	Skanska (Issue CO) - Hardscape	2	0	22-Jul-21 A	23-Jul-21 A												
PRO-305	Prepare Submittals - Hardscape	5	0	05-Aug-21 A	11-Aug-21 A												
PRO-306	A/E Review & Approve Submittals - Hardscape	10	0	12-Aug-21 A	25-Aug-21 A												
PRO-307	Material Lead Time - Hardscape	2	0	26-Aug-21 A	27-Aug-21 A												
Landscape/Irrigation		81	0	10-Sep-21 A	22-Feb-22 A	22-Feb-22 A, Landscape/Irrigation											
PRO-308	Skanska Award Contract - Landscape/Irrigation	10	0	10-Sep-21 A	25-Oct-21 A												
PRO-309	Prepare Submittals - Landscape/Irrigation	15	0	14-Oct-21 A	30-Nov-21 A												
PRO-310	A/E Review & Approve Submittals - Landscape/Irrigation	10	0	22-Oct-21 A	30-Nov-21 A												
PRO-311	Material Lead Time - Landscape/Irrigation	11	0	01-Dec-21 A	22-Feb-22 A												
Lab Casework		143	0	27-May-21 A	27-Jan-22 A	27-Jan-22 A, Lab Casework											
PRO-313	Prepare Submittals - Lab Casework	15	0	27-May-21 A	09-Jul-21 A												
PRO-314	A/E Review & Approve Submittals - Lab Casework	10	0	12-Jul-21 A	19-Aug-21 A												
PRO-312	Skanska (Issue CO) - Lab Casework	2	0	15-Jul-21 A	13-Aug-21 A												
PRO-315	Material Lead Time - Lab Casework & Fume Hoods	110	0	20-Aug-21 A	27-Jan-22 A												
PRO-322	Material Lead Time - Metro Shelving	80	0	20-Aug-21 A	11-Jan-22 A												
Glass Guard Rail		105	6	01-Sep-21 A	02-May-22	02-May-22, Glass Guard Rail											
PRO-325	Prepare Submittals - Glass Guardrail	3	0	01-Sep-21 A	14-Oct-21 A												
PRO-326	Skanska Award Contract - Glass Guardrail	10	0	03-Sep-21 A	09-Sep-21 A												
PRO-324	A/E Review & Approve Submittals - Glass Guardrail	10	0	15-Oct-21 A	29-Nov-21 A												
PRO-323	Material Lead Time - Glass Guardrail	20	6	30-Nov-21 A	02-May-22												
Construction		704	65	06-Sep-19 A	22-Jul-22	22-Jul-22, Construction											
Mobilization & Sitework		333	0	06-Sep-19 A	04-Feb-21 A												
CN-137	Site Fencing	5	0	06-Sep-19 A	09-Sep-19 A												
CN-138	Construction Trailers Set Up	5	0	07-Oct-19 A	15-Nov-19 A												
CN-141	Remove Existing Lightpoles	1	0	04-Nov-19 A	05-Nov-19 A												
CN-139	Erosion Control	6	0	04-Nov-19 A	06-Nov-19 A												
CN-140	Sidewalk Demolition	2	0	22-Nov-19 A	27-Nov-19 A												
CN-142	Demo Existing 42" RCP & 12" PVC Lines	7	0	02-Dec-19 A	18-Dec-19 A												
CN-145	Demo / Relocate Existing Gas Line	5	0	06-Dec-19 A	09-Dec-19 A												
CN-143	Install New Stormwater Structures	15	0	18-Dec-19 A	10-Jan-20 A												

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022										
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	
CN-149	Install Crane Road	3	0	12-Feb-20 A	14-Feb-20 A											
CN-144	Demo Chiller Vault, Communication Lines & Fire Hydrant	5	0	09-Mar-20 A	16-Mar-20 A											
CN-173	Install Stormwater Lines - 2nd Mobilization	5	0	27-Apr-20 A	01-May-20 A											
CN-174	Install Underground Electrical to Generator/Transformer Yard	5	0	04-May-20 A	10-Jul-20 A											
CN-3275	Transformer Engineering (TECO)	25	0	08-Jul-20 A	20-Nov-20 A											
CN-146	Install New Chiller Vault	5	0	21-Sep-20 A	24-Sep-20 A											
CN-3276	Transformer Procurement and Crew Availability (TECO)	10	0	30-Nov-20 A	14-Dec-20 A											
CN-176	Install Transformer (TECO)	5	0	14-Dec-20 A	15-Dec-20 A											
CN-175	Install Generator	10	0	03-Feb-21 A	04-Feb-21 A											
Structure		223	0	04-Dec-19 A	09-Oct-20 A											
Foundations		72	0	04-Dec-19 A	03-Mar-20 A											
ST-1000	Deep Foundations/Rock Columns	7	0	04-Dec-19 A	10-Dec-19 A											
ST-1001	Rebar Cages Pre-Assembly	7	0	16-Dec-19 A	07-Feb-20 A											
ST-1002	F/R/P Foundations - Area A	7	0	06-Jan-20 A	14-Jan-20 A											
ST-1003	F/R/P Foundations - Area B	7	0	06-Jan-20 A	23-Jan-20 A											
ST-1004	F/R/P Foundations - Area E	5	0	23-Jan-20 A	29-Jan-20 A											
ST-1005	F/R/P Foundations - Area C	5	0	03-Feb-20 A	02-Mar-20 A											
ST-1009	F/R/P Foundations - Area D	5	0	04-Feb-20 A	14-Feb-20 A											
ST-1006	Backfill Foundations	15	0	10-Feb-20 A	03-Mar-20 A											
ST-1010	Building Pad / Rough Grading	8	0	14-Feb-20 A	17-Feb-20 A											
ST-1007	F/R/P Elevator Pit	10	0	17-Feb-20 A	25-Feb-20 A											
ST-1011	F/R/P Foundations - Shop Spaces	5	0	17-Feb-20 A	02-Mar-20 A											
ST-1012	Mobilize and Erect Crane	4	0	25-Feb-20 A	26-Feb-20 A											
Superstructure		159	0	02-Mar-20 A	09-Oct-20 A											
ST-1013	Structural Steel Erection - Truss 1&2 Shoring and Erection	7	0	02-Mar-20 A	19-Mar-20 A											
ST-1037	Structural Steel Erection - North Bar (Seq 1-5)	13	0	09-Mar-20 A	31-Mar-20 A											
ST-1036	Structural Steel Detailing - North Bar (Seq 1-5)	30	0	23-Mar-20 A	24-Apr-20 A											
ST-1014	Cast In Place Walls - Shop Spaces	15	0	31-Mar-20 A	24-Apr-20 A											
ST-1038	Structural Steel Erection - Atrium (Seq 6-7)	7	0	31-Mar-20 A	20-May-20 A											
ST-1039	Structural Steel Erection - South Bar (Seq 8-11)	11	0	08-Apr-20 A	27-May-20 A											
ST-1031	Structural Steel Detailing - Atrium (Seq 6-7)	24	0	21-Apr-20 A	18-Jun-20 A											
ST-1030	Structural Steel Detailing - South Bar (Seq 8-11)	25	0	23-Apr-20 A	18-Jun-20 A											
ST-1022	MEPF Deck Prep / Coordination (North Bar)	5	0	28-Apr-20 A	04-May-20 A											
ST-1040	Structural Steel Erection - Shop Space (Seq 12)	2	0	05-May-20 A	06-May-20 A											
ST-1019	F/R/P 2nd Floor Deck - North Bar (P1)	5	0	05-May-20 A	20-May-20 A											
ST-1041	Structural Steel Detailing - Shop Space (Seq 12)	10	0	07-May-20 A	20-May-20 A											
ST-1044	MEPF Deck Prep / Coordination (South Bar)	5	0	18-May-20 A	19-Jun-20 A											
ST-1034	F/R/P 2nd Floor Deck - North Bar (P2)	5	0	20-May-20 A	27-May-20 A											
ST-1032	F/R/P 2nd Floor Deck - South Bar (P3)	5	0	25-Jun-20 A	02-Jul-20 A											
ST-1035	F/R/P 2nd Floor Deck - South Bar (P4)	1	0	02-Jul-20 A	09-Jul-20 A											
ST-1021	Structural Steel FireProofing- North Bar	10	0	13-Jul-20 A	12-Aug-20 A											
ST-1042	Structural Steel FireProofing- South Bar	10	0	12-Aug-20 A	08-Oct-20 A											
ST-1045	Structural Steel FireProofing- Shop	5	0	21-Sep-20 A	28-Sep-20 A											
ST-1043	Structural Steel FireProofing- Atrium	10	0	05-Oct-20 A	09-Oct-20 A											
Slab On Grade		104	0	27-Apr-20 A	22-Sep-20 A											

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022										
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	
						ST-1020	Under Slab MEPF/Radon Mitigation - North Bar	15	0	27-Apr-20 A	27-May-20 A					
ST-1016	Scaffold Removal / Prep For SOG - Shop Spaces	2	0	27-Apr-20 A	01-May-20 A											
ST-1028	Under Slab MEPF/Radon Mitigation - South Bar	15	0	18-May-20 A	26-Jun-20 A											
ST-1023	F/R/P Slab On Grade- Area A (North Bar)	6	0	27-May-20 A	02-Jun-20 A											
ST-1024	F/R/P Slab On Grade - Area B (North Bar)	6	0	04-Jun-20 A	11-Jun-20 A											
ST-1046	COVID-19 Testing for Concrete Crew - No Work	6	0	12-Jun-20 A	17-Jun-20 A											
ST-1017	Under Slab MEPF - Shop Spaces	5	0	15-Jun-20 A	26-Jun-20 A											
ST-1025	F/R/P Slab On Grade - Area E (South Bar)	6	0	18-Jun-20 A	25-Jun-20 A											
ST-1029	Under Slab MEPF/Radon Mitigation - Atrium	7	0	22-Jun-20 A	20-Jul-20 A											
ST-1018	F/R/P Slab On Grade - Shop Spaces	5	0	17-Jul-20 A	24-Jul-20 A											
ST-1026	F/R/P Slab On Grade - Area D (South Bar)	6	0	17-Jul-20 A	24-Jul-20 A											
ST-1027	F/R/P Slab On Grade - Area C (Atrium)	6	0	28-Aug-20 A	22-Sep-20 A											
Exterior Envelope		271	0	19-May-20 A	28-Jul-21 A											
North Bar Building		266	0	19-May-20 A	11-Jun-21 A											
EN-1037	Parapet Framingand Sheathing- North Bar	20	0	19-May-20 A	24-Jun-20 A											
EN-1039	Exterior Facade Framing & Sheathing - North Bar Sloped Roof	15	0	22-Jun-20 A	17-Jul-20 A											
EN-1038	Roofing (Dry)- North Bar	6	0	06-Jul-20 A	21-Jul-20 A											
EN-1047	Roofing (Dry) - Sloped - North Bar	6	0	21-Jul-20 A	03-Aug-20 A											
EN-1013	Install Curtainwall -North Bar - North Ele.	12	0	14-Sep-20 A	01-Oct-20 A											
EN-1052	Roofing Trim- North Bar	10	0	12-Oct-20 A	26-Oct-20 A											
EN-1015	Curtainwall - East/South Elevation (Cantilever) Level 2 - North Bar	6	0	19-Nov-20 A	02-Dec-20 A											
EN-1020	Exterior Framing - Egress Exits - North Bar	5	0	01-Feb-21 A	06-Apr-21 A											
EN-1042	Taktl Panels - Parapets - North Bar	18	0	18-Feb-21 A	09-Mar-21 A											
EN-1043	Taktl Panels - Sloped Roof - North Bar	21	0	10-Mar-21 A	16-Apr-21 A											
EN-1048	Glass Doors - Egress Exits - North Bar	3	0	05-Apr-21 A	09-Apr-21 A											
EN-1046	Exterior Louvers - North Bar	3	0	14-Apr-21 A	21-Apr-21 A											
EN-1044	Taktl Panels - Perf Panels and Loading Dock - North Bar	10	0	19-Apr-21 A	30-Apr-21 A											
A1009	EFIS - Egress Exit Soffits - North Bar	5	0	01-Jun-21 A	03-Jun-21 A											
EN-1062	Taktl Panels - Folded Facade - North Bar	10	0	07-Jun-21 A	11-Jun-21 A											
South Bar Building		258	0	22-Jun-20 A	28-Jul-21 A											
EN-1034	Parapet Framing & Sheathing - South Bar	20	0	22-Jun-20 A	30-Jul-20 A											
EN-1036	Exterior Facade Framing & Sheathing - South Bar	15	0	29-Jul-20 A	06-Aug-20 A											
EN-1035	Roofing(Dry) - South Bar	6	0	04-Aug-20 A	21-Aug-20 A											
EN-1025	Roofing (Dry) - Sloped - South Bar	6	0	10-Sep-20 A	16-Sep-20 A											
EN-1022	Curtainwall - South Elevation - South Bar	25	0	15-Oct-20 A	18-Nov-20 A											
EN-1053	Roofing Trim- South Bar	10	0	21-Oct-20 A	18-Nov-20 A											
EN-1023	Curtainwall - West Elevation - South Bar	5	0	03-Dec-20 A	14-Dec-20 A											
EN-1024	Curtainwall - North Elevation - South Bar	8	0	14-Dec-20 A	23-Dec-20 A											
EN-1045	Exterior Louvers - South Bar	10	0	11-Jan-21 A	13-Apr-21 A											
EN-1050	Exterior Framing - Egress Exits - South Bar	5	0	31-Mar-21 A	06-Apr-21 A											
EN-1049	Glass Doors - Egress Exits - South Bar	5	0	12-Apr-21 A	15-Apr-21 A											
EN-1014	Taktl Panels - Parapets - South Bar	18	0	03-May-21 A	26-May-21 A											
EN-1040	Taktl Panels - Sloped Roof /Perf Panels - South Bar	15	0	24-May-21 A	14-Jul-21 A											
A1004	EFIS - Egress Exit Soffits - South Bar	5	0	04-Jun-21 A	10-Jun-21 A											
EN-1041	Taktl Panels - Folded Facade/Entrance - South Bar	14	0	14-Jun-21 A	28-Jul-21 A											

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022										
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	
Main Student Entrance/Cantilever		130	0	24-Aug-20 A	19-Feb-21 A											
A1021	Install Hangers and Clips- Cantilever	5	0	24-Aug-20 A	28-Aug-20 A											
A1005	Soffit Framing - Cantilever	5	0	07-Oct-20 A	22-Oct-20 A											
A1008	MEP Rough-in - Cantilever	8	0	23-Oct-20 A	07-Jan-21 A											
A1003	Install EFIS - Cantilever Soffit	15	0	14-Jan-21 A	27-Jan-21 A											
A1007	Curtainwall - Entrance and Angle - Cantilever	5	0	02-Feb-21 A	19-Feb-21 A											
Atrium/Loading Dock		229	0	10-Aug-20 A	09-Jul-21 A											
EN-1007	Skylight Infill Framing/Parapets & Sheathing - Atrium	15	0	10-Aug-20 A	24-Aug-20 A											
EN-1010	Curbs For Mechanical Equipment	6	0	10-Aug-20 A	12-Aug-20 A											
EN-1006	Parapets Framing & Sheathing - Atrium	5	0	18-Aug-20 A	26-Aug-20 A											
EN-1009	Roofing (Dry) - Atrium	6	0	24-Aug-20 A	04-Sep-20 A											
EN-1008	Exterior Facade Framing - Atrium	10	0	29-Sep-20 A	05-Oct-20 A											
A1002	EFIS - Loading Dock/Atrium	15	0	05-Nov-20 A	07-Jan-21 A											
EN-1054	Roofing trim - Atrium	5	0	16-Nov-20 A	20-Nov-20 A											
EN-1019	Curtainwall - West Elevation - Atrium	2	0	08-Jan-21 A	14-Jan-21 A											
EN-1021	Skylight Curtainwall - West Elevation - Atrium	8	0	18-Jan-21 A	02-Feb-21 A											
EN-1016	Overhead Coiling Doors - Loading Dock	5	0	05-Mar-21 A	05-Mar-21 A											
EN-1012	Roof Exhaust Fans	10	0	15-Mar-21 A	15-Mar-21 A											
EN-1017	Taktl Panels - Atrium	15	0	08-Jul-21 A	09-Jul-21 A											
Shop		121	0	08-Sep-20 A	04-Mar-21 A											
A1006	Roofing - Shop	4	0	08-Sep-20 A	09-Sep-20 A											
A1026	Roofing Trim - Shop	5	0	02-Nov-20 A	20-Nov-20 A											
A1001	EFIS - Shop	15	0	05-Nov-20 A	07-Jan-21 A											
A1011	Exterior Wall Louvers - Shop	5	0	30-Dec-20 A	04-Jan-21 A											
A1010	Overhead Coiling Doors - Shop	5	0	03-Mar-21 A	04-Mar-21 A											
Caulking		137	0	07-Oct-20 A	19-Mar-21 A											
EN-1033	Caulk Curtainwall - North Bar- North Side	22	0	07-Oct-20 A	26-Oct-20 A											
EN-1057	Caulk Curtainwall - South Bar - South Side	24	0	27-Oct-20 A	08-Jan-21 A											
EN-1055	Caulk Curtainwall - North Bar - East Side	5	0	21-Dec-20 A	30-Dec-20 A											
EN-1058	Caulk Curtainwall - South Bar - West Side	5	0	04-Jan-21 A	08-Jan-21 A											
EN-1059	Caulk Curtainwall - South Bar - North Side	8	0	20-Jan-21 A	21-Jan-21 A											
EN-1056	Caulk Curtainwall - North Bar - South Side	3	0	22-Jan-21 A	26-Jan-21 A											
EN-1061	Caulk Curtainwall - Atrium - Skylights	8	0	26-Feb-21 A	19-Mar-21 A											
EN-1051	Watertest Curtainwall	5	0	11-Mar-21 A	11-Mar-21 A											
EN-1060	Caulk Curtainwall - Atrium - West Side	2	0	15-Mar-21 A	19-Mar-21 A											
Interiors		483	18	22-Jun-20 A	25-May-22											
RFI-0330	RFI330 Projector Positions + Rework	3	0	20-May-21 A	16-Jul-21 A											
North Bar Building		475	17	29-Jun-20 A	25-May-22											
(North) Level 1		469	17	29-Jun-20 A	17-May-22											
(North) Level 1 - Main Mechanical Area		344	0	24-Aug-20 A	24-Feb-22 A											
CN-1001	Interior Framing-NL1M	8	0	24-Aug-20 A	31-Aug-20 A											
CN-1005	Plumbing In-wall Rough-In-NL1M	8	0	25-Aug-20 A	28-Aug-20 A											
CN-1019	Wall Blocking Complete-NL1M	0	0		31-Aug-20 A											
CN-1004	Electrical & Fire Alarm In-wall Rough-In-NL1M	8	0	31-Aug-20 A	06-Oct-20 A											
CN-1020	Insulate / Hang / Finish Drywall-NL1M	8	0	01-Sep-20 A	20-Nov-20 A											

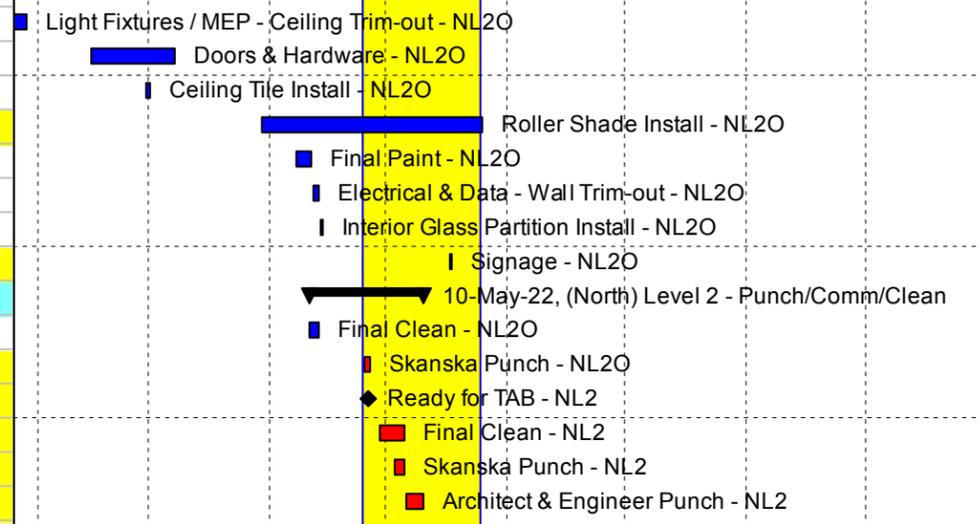
Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022										
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	
CN-1003	Ductwork Overhead Rough-In-NL1M	10	0	14-Sep-20 A	13-Jan-21 A											
CN-1022	Mechanical Piping Overhead Rough-In-NL1M	10	0	28-Sep-20 A	07-Jan-21 A											
CN-1038	Plumbing Overhead Rough-In-NL1M	10	0	05-Oct-20 A	13-Nov-20 A											
CN-1018	In-Wall Inspections Complete-NL1M	0	0		06-Oct-20 A											
CN-1015	Install Fan Coil Units-NL1M	5	0	21-Dec-20 A	22-Dec-20 A											
CN-1002	F/R/P Equipment Pads-NL1M	5	0	06-Jan-21 A	07-Jan-21 A											
CN-1030	Set Boilers (B-1, B-2) [Room M-102]-NL1M	2	0	12-Jan-21 A	12-Jan-21 A											
CN-1029	Set Air Handling Unit (AHU-1) [Room M-102]-NL1M	2	0	13-Jan-21 A	15-Jan-21 A											
CN-1039	Mechanical Piping Equipment Tie-Ins - NL1M	20	0	17-Feb-21 A	27-Apr-21 A											
CN-1037	Set Heat & Hot Water Pumps (HWP-1,HWP-2) [Room M-102]-NL1M	2	0	22-Feb-21 A	23-Feb-21 A											
CN-3274	Install Overhead Door - NL1M	2	0	01-Mar-21 A	02-Mar-21 A											
CN-1012	Electrical Overhead Rough-In - NL1M	8	0	01-Mar-21 A	09-Apr-21 A											
CN-1047	Mechanical Equipment - Power Tie-in-NL1M	20	0	01-Mar-21 A	18-Jun-21 A											
CN-1031	Ductwork and Equipment Tie-Ins - NL1M	20	0	15-Mar-21 A	19-Mar-21 A											
CN-1000	Fire Riser Install - NL1M	5	0	06-Jul-21 A	08-Jul-21 A											
CN-1028	Prime Paint & First Coat - NL1M	10	0	03-Dec-21 A	16-Dec-21 A	First Coat - NL1M										
CN-1049	Final Paint - NL1M	3	0	17-Dec-21 A	21-Dec-21 A	Final Coat - NL1M										
CN-1060	MEP Trimout - NL1M	5	0	22-Dec-21 A	28-Dec-21 A	MEP Trimout - NL1M										
CN-1050	Sealed Concrete Floors - NL1M	3	0	22-Dec-21 A	24-Dec-21 A	Concrete Floors - NL1M										
CN-1048	Doors & Hardware - NL1M	5	0	04-Jan-22 A	24-Feb-22 A	Doors & Hardware - NL1M										
(North) Level 1 - MEP Critical Spaces		76	0	16-Nov-20 A	23-Feb-21 A											
A1012	Build out Main Electrical Rooms - NL1M	20	0	16-Nov-20 A	31-Dec-20 A											
A1013	Set Main Switchgear - NL1M	5	0	10-Dec-20 A	11-Dec-20 A											
A1016	Pull Distribution Wiring - NL1M	15	0	08-Jan-21 A	23-Feb-21 A											
A1015	Install ATS - NL1M	5	0	19-Jan-21 A	19-Jan-21 A											
A1017	Pull Main Feeders - NL1M	5	0	27-Jan-21 A	27-Jan-21 A											
(North) Level 1 - Labs/Classrooms		469	15	29-Jun-20 A	17-May-22	17-May-22, (North) Level 1 - Labs/Classrooms										
CN-3273	Install Hangers/Clips- NL1L	10	0	29-Jun-20 A	14-Jul-20 A											
CN-3159	Priority Wall Top Out - NL1L	5	0	31-Aug-20 A	09-Sep-20 A											
CN-3158	Interior Framing - NL1L	12	0	01-Sep-20 A	22-Sep-20 A											
CN-3163	Ductwork Overhead Rough-In - NL1L	20	0	21-Sep-20 A	26-Feb-21 A											
CN-3165	Mechanical Piping Overhead Rough-In - NL1L	20	0	06-Oct-20 A	12-Nov-20 A											
CN-3161	Plumbing Overhead Rough-In - NL1L	20	0	02-Nov-20 A	05-Jan-21 A											
CN-3162	Plumbing In-wall Rough-In - NL1L	10	0	02-Nov-20 A	05-Jan-21 A											
CN-3170	Frame Soffits - NL1L	10	0	16-Nov-20 A	25-Nov-20 A											
CN-3164	Electrical & Fire Alarm In-wall Rough-In - NL1L	10	0	23-Nov-20 A	26-Feb-21 A											
CN-3160	Electrical Overhead Rough-In - NL1L	20	0	28-Dec-20 A	31-Mar-21 A											
CN-3167	In-Wall Inspections Complete - NL1L	0	0		26-Feb-21 A											
CN-3157	Fire Protection Overhead Rough-In - NL1L	10	0	01-Mar-21 A	19-Mar-21 A											
CN-3168	Wall Blocking Complete - NL1L	0	0	06-May-21 A	13-May-21 A											
CN-3171	Insulate / Hang Drywall - NL1L	10	0	13-May-21 A	19-May-21 A											
CN-3172	Hang Hard Ceilings & Soffits - NL1L	10	0	20-May-21 A	26-May-21 A											
CN-3289	Finish Drywall - NL1L	10	0	02-Jul-21 A	12-Aug-21 A											
CN-3169	Overhead Inspections Complete - NL1L	0	0		21-Jul-21 A											
CN-3173	Prime Paint & First Coat - NL1L	10	0	13-Aug-21 A	26-Aug-21 A											

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022											
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov		
CN-3279	Install Chilled Beams - NL1L	15	0	07-Sep-21 A	17-Sep-21 A												
CN-3177	Ceiling Grid - NL1L	10	0	10-Sep-21 A	23-Sep-21 A												
CN-3180	Trim Mechanical Overhead - NL1L	15	0	15-Sep-21 A	05-Oct-21 A												
CN-3166	Trim and Adjust Sprinkler Heads - NL1L	5	0	29-Sep-21 A	05-Oct-21 A												
CN-3190	Install Wall Protection - NL1L	5	0	04-Oct-21 A	07-Oct-21 A												
CN-3178	Polish Concrete - NL1L Corridors	6	0	04-Oct-21 A	08-Oct-21 A												
CN-3184	Install Sheet Vinyl Flooring and Base - NL1L	10	0	10-Jan-22 A	28-Jan-22 A												
CN-3188	Install Lab Casework - NL1L	10	0	13-Jan-22 A	25-Feb-22 A												
CN-3295	Install Lab O/H Service Panel Utilities (4) - NL1L	5	0	13-Jan-22 A	28-Feb-22 A												
CN-3186	Metro Shelving Install - BOH and Central Storage	5	0	13-Jan-22 A	21-Jan-22 A												
CN-3179	Install Light Fixtures & Devices - NL1L	15	0	24-Jan-22 A	11-Feb-22 A												
CN-3189	Install Fume Hoods (2) - NL1L	1	0	28-Jan-22 A	28-Jan-22 A												
CN-3175	Doors & Hardware - NL1L	8	0	31-Jan-22 A	25-Feb-22 A												
CN-3194	Final Connections Fume Hood Locations - NL1L	3	0	01-Feb-22 A	18-Mar-22 A												
CN-3191	Install Plumbing Fixtures - NL1L	5	0	03-Feb-22 A	24-Mar-22 A												
CN-3182	Final Above Ceiling Inspections Complete - NL1L	5	0	14-Feb-22 A	02-Mar-22 A												
CN-3183	Drop Ceiling Tiles - NL1L	8	0	03-Mar-22 A	14-Mar-22 A												
CN-3187	Final Paint - NL1L	5	0	04-Apr-22 A	08-Apr-22 A												
CN-3181	Interior Glass Frame Install - NL1L	10	0	06-Apr-22 A	08-Apr-22 A												
CN-3192	Electrical Wall Trim - NL1L	5	0	11-Apr-22 A	29-Apr-22 A												
CN-3314	Interior Glass - NL1L	2	2	27-Apr-22	28-Apr-22												
CN-3332	Signage - NL1L	1	1	17-May-22	17-May-22												
(North) Level 1 - Restrooms		360	4	23-Nov-20 A	28-Apr-22	28-Apr-22, (North) Level 1 - Restrooms											
CN-3080	Overhead Mechanical - Duct Install - NL1 Restroom	5	0	23-Nov-20 A	23-Dec-20 A												
CN-3077	Electrical - In-wall Rough - NL1 Restroom	5	0	07-Dec-20 A	11-Dec-20 A												
CN-3081	Overhead Electrical - NL1 Restroom	5	0	21-Dec-20 A	23-Dec-20 A												
CN-3095	Overhead Plumbing - NL1 Restroom	5	0	21-Dec-20 A	05-Jan-21 A												
CN-3094	Plumbing - In-wall Rough - NL1 Restroom	4	0	29-Jan-21 A	04-Feb-21 A												
CN-3078	In-Wall Inspections Complete - NL1 Restroom	0	0		04-Feb-21 A												
CN-3082	Overhead Fire Protection - NL1 Restroom	5	0	15-Feb-21 A	19-Mar-21 A												
CN-3084	Framed Hard Ceilings - Access Panels - NL1 Restroom	5	0	11-Jun-21 A	08-Sep-21 A												
CN-3079	Insulate / Hang Drywall - NL1 Restroom	5	0	18-Jun-21 A	29-Sep-21 A												
CN-3096	Overhead & Framing Inspections Complete - NL1 Restroom	0	0		29-Sep-21 A												
CN-3290	Finish Drywall - NL1 Restroom	9	0	29-Nov-21 A	10-Dec-21 A												
CN-3083	Prime Paint - NL1 Restroom	2	0	13-Dec-21 A	14-Dec-21 A												
CN-3091	Floor & Wall Tile Install - NL1 Restroom	15	0	15-Dec-21 A	04-Jan-22 A												
CN-3087	Light Fixtures / MEP - Ceiling Trim-out - NL1 Restroom	4	0	05-Jan-22 A	10-Jan-22 A												
CN-3089	Plumbing Fixtures - NL1 Restroom	4	0	02-Feb-22 A	06-Apr-22 A												
CN-3086	Doors & Hardware - NL1 Restroom	1	2	11-Feb-22 A	26-Apr-22												
CN-3085	Toilet Partitions Install - NL1 Restroom	3	0	23-Feb-22 A	25-Feb-22 A												
CN-3093	Toilet Accessories & Mirrors - NL1 Restroom	3	0	28-Feb-22 A	02-Mar-22 A												
CN-3088	Millwork / Vanity Install - NL1 Restroom	2	0	17-Mar-22 A	31-Mar-22 A												
CN-3090	Final Paint - NL1 Restroom	2	2	25-Apr-22	26-Apr-22												
CN-3092	Electrical - Wall Trim-out - NL1 Restroom	2	2	27-Apr-22	28-Apr-22												
(North) Level 1 - Offices		393	15	26-Oct-20 A	17-May-22	17-May-22, (North) Level 1 - Offices											

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022											
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov		
CN-3004	Interior Wall & Soffit Framing - NL1O	8	0	26-Oct-20 A	30-Oct-20 A												
CN-3005	Electrical / Data / AV - In-wall Rough-In - NL1O	8	0	16-Nov-20 A	08-Jan-21 A												
CN-3012	Overhead Mechanical - Beam / Pipe/ Duct Install - NL1O	5	0	14-Dec-20 A	30-Dec-20 A												
CN-3007	Overhead Electrical - NL1O	5	0	28-Dec-20 A	08-Jan-21 A												
CN-3020	In-Wall Inspections Complete - NL1O	0	0		08-Jan-21 A												
CN-3006	Insulate / Hang Drywall - NL1O	5	0	06-May-21 A	12-May-21 A												
CN-3291	Finish Drywall - NL1O	5	0	06-Aug-21 A	18-Aug-21 A												
CN-3014	Prime Paint - NL1O	3	0	19-Aug-21 A	20-Aug-21 A												
CN-3299	Install Chilled Beams - NL1O	5	0	07-Sep-21 A	16-Sep-21 A												
CN-3008	Ceiling Grid - NL1O	5	0	10-Sep-21 A	16-Sep-21 A												
CN-3017	Doors & Hardware - NL1O	2	0	05-Jan-22 A	06-Jan-22 A												
CN-3185	Install Carpet/LVT and Base - NL1L/O	8	0	07-Jan-22 A	18-Jan-22 A												
CN-3015	Light Fixtures / MEP - Ceiling Trim-out - NL1O	5	0	24-Jan-22 A	28-Jan-22 A												
CN-3317	Interior Glass HM Install - NL1O	3	0	07-Feb-22 A	10-Feb-22 A												
CN-3011	Ceiling Tile Install - NL1O	2	0	03-Mar-22 A	04-Mar-22 A												
CN-3019	Electrical & Data - Wall Trim-out - NL1O	2	0	14-Mar-22 A	15-Mar-22 A												
CN-3018	Roller Shade Install - NL1O	2	0	15-Mar-22 A	06-Apr-22 A												
CN-3010	Final Paint - NL1O	4	0	25-Mar-22 A	29-Mar-22 A												
CN-3013	Interior Glass Partition Install - NL1O	1	0	11-Apr-22 A	12-Apr-22 A												
CN-3316	Interior Glass - NL1O	1	1	27-Apr-22	27-Apr-22												
CN-3331	Signage - NL1O	1	1	17-May-22	17-May-22												
(North) Level 1 - Punch/Comm/Clean		43	12	30-Mar-22 A	12-May-22												
CN-3318	Final Clean - NL1O	1	0	30-Mar-22 A	31-Mar-22 A												
CN-3319	Skanska Punch - NL1O	1	0	01-Apr-22 A	04-Apr-22 A												
CN-3002	Final Clean - NL1	5	5	27-Apr-22	03-May-22												
CN-3001	Skanska Punch - NL1	5	5	29-Apr-22	05-May-22												
CN-3009	Ready for TAB - NL1	0	0	29-Apr-22													
CN-3003	Architect & Engineer Punch - NL1	5	5	06-May-22	12-May-22												
(North) Level 2		465	17	06-Jul-20 A	25-May-22												
(North) Level 2 - Labs/Classrooms		459	17	06-Jul-20 A	17-May-22												
CN-3271	Install Hangers and Clips - NL2L	10	0	06-Jul-20 A	20-Jul-20 A												
CN-2010	Priority Wall Top Out - NL2L	5	0	18-Aug-20 A	28-Aug-20 A												
CN-2021	Ductwork Overhead Rough-In - NL2L	20	0	24-Aug-20 A	13-Oct-20 A												
CN-2009	Interior Framing - NL2L	12	0	26-Aug-20 A	04-Sep-20 A												
CN-2042	Mechanical Piping Overhead Rough-In - NL2L	20	0	01-Sep-20 A	12-Nov-20 A												
CN-2023	Electrical & Fire Alarm In-wall Rough-In - NL2L	10	0	02-Sep-20 A	26-Oct-20 A												
CN-2017	Plumbing In-wall Rough-In - NL2L	10	0	03-Sep-20 A	20-Nov-20 A												
CN-2008	Fire Protection Overhead Rough-In - NL2L	10	0	28-Sep-20 A	29-Jan-21 A												
CN-2036	Plumbing Overhead Rough-In - NL2L	20	0	05-Oct-20 A	20-Nov-20 A												
CN-2011	Electrical Overhead Rough-In - NL2L	20	0	13-Oct-20 A	29-Jan-21 A												
CN-2043	In-Wall Inspections Complete - NL2L	0	0		20-Nov-20 A												
CN-2055	Frame Soffits - NL2L	10	0	21-Dec-20 A	31-Dec-20 A												
CN-2044	Wall Blocking Complete - NL2L	5	0	20-Aug-21 A	26-Aug-21 A												
CN-2046	Insulate / Hang / Finish Drywall - NL2L	24	0	27-Aug-21 A	29-Sep-21 A												
CN-2052	Overhead Inspections Complete - NL2L	0	0		07-Sep-21 A												

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022											
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov		
CN-2062	Hang / Finish Hard Ceilings & Soffits - NL2L	10	0	16-Sep-21 A	29-Sep-21 A												
CN-3280	Install Chilled Beams - NL2L	15	0	20-Sep-21 A	08-Oct-21 A												
CN-2063	Prime Paint & First Coat - NL2L	10	0	27-Sep-21 A	01-Oct-21 A												
CN-2065	Ceiling Grid - NL2L	10	0	04-Oct-21 A	12-Oct-21 A												
CN-2080	Trim Mechanical Overhead - NL2L	15	0	07-Oct-21 A	27-Oct-21 A												
CN-2079	Install Wall Protection - NL2L	5	0	11-Oct-21 A	22-Oct-21 A												
CN-2068	Trim and Adjust Sprinkler Heads - NL2L	5	0	14-Oct-21 A	20-Oct-21 A												
CN-2067	Install Light Fixtures & Devices - NL2L	15	0	20-Oct-21 A	04-Feb-22 A												
CN-2059	Polish Concrete - NL2L	6	0	26-Oct-21 A	24-Nov-21 A												
CN-2061	Install Sheet Vinyl Flooring and Base - NL2L	10	0	31-Jan-22 A	11-Feb-22 A												
CN-2056	Install Fume Hoods (5) - NL2L	2	0	01-Feb-22 A	02-Feb-22 A												
CN-2081	Final Connections Fume Hood Locations - NL2L	3	0	03-Feb-22 A	24-Feb-22 A												
CN-2072	Final Above Ceiling Inspections Complete - NL2L	5	0	07-Feb-22 A	11-Mar-22 A												
CN-2012	Install Carpet/LVT and Base - NL2L/O	8	0	07-Feb-22 A	16-Feb-22 A												
CN-2066	Install Lab Casework - NL2L	7	0	10-Feb-22 A	24-Feb-22 A												
CN-2070	Doors & Hardware - NL2L	8	0	14-Feb-22 A	25-Feb-22 A												
CN-2077	Install Plumbing Fixtures - NL2L	5	0	21-Feb-22 A	25-Mar-22 A												
CN-2073	Drop Ceiling Tiles - NL2L	8	0	14-Mar-22 A	23-Mar-22 A												
CN-2069	Interior Glass Frame Install - NL2L	3	0	11-Apr-22 A	13-Apr-22 A												
CN-2013	Electrical Wall Trim - NL2L	5	5	14-Apr-22 A	29-Apr-22												
CN-2076	Final Paint - NL2L	5	0	18-Apr-22 A	22-Apr-22 A												
CN-3320	Interior Glass - NL2L	1	1	03-May-22	03-May-22												
CN-3330	Signage - NL2L	1	1	17-May-22	17-May-22												
(North) Level 2 - Restrooms		422	6	28-Aug-20 A	02-May-22	02-May-22, (North) Level 2 - Restrooms											
CN-3099	Overhead Mechanical - Duct Install - NL2 Restroom	5	0	28-Aug-20 A	18-Sep-20 A												
CN-3098	Plumbing - In-wall Rough - NL2 Restroom	8	0	31-Aug-20 A	08-Oct-20 A												
CN-3097	Electrical - In-wall Rough - NL2 Restroom	5	0	21-Oct-20 A	06-Jan-21 A												
CN-3100	Overhead Electrical - NL2 Restroom	5	0	21-Oct-20 A	06-Jan-21 A												
CN-3101	Overhead Fire Protection - NL2 Restroom	5	0	21-Oct-20 A	29-Jan-21 A												
CN-3102	Overhead Plumbing - NL2 Restroom	5	0	21-Oct-20 A	05-Jan-21 A												
CN-3103	In-Wall Inspections Complete - NL2 Restroom	0	0		31-Mar-21 A												
CN-3104	Framed Hard Ceilings - Access Panels - NL2 Restroom	5	0	29-Sep-21 A	05-Oct-21 A												
CN-3105	Overhead & Framing Inspections Complete - NL2 Restroom	0	0		05-Oct-21 A												
CN-3106	Insulate / Hang / Finish Drywall - NL2 Restroom	5	0	15-Nov-21 A	07-Dec-21 A												
CN-3107	Prime Paint - NL2 Restroom	2	0	08-Dec-21 A	09-Dec-21 A												
CN-3108	Floor & Wall Tile Install - NL2 Restroom	15	0	08-Dec-21 A	28-Dec-21 A												
CN-3109	Light Fixtures / MEP - Ceiling Trim-out - NL2 Restroom	4	0	10-Jan-22 A	14-Jan-22 A												
CN-3111	Plumbing Fixtures - NL2 Restroom	4	0	01-Feb-22 A	05-Apr-22 A												
CN-3115	Doors & Hardware - NL2 Restroom	1	1	17-Feb-22 A	25-Apr-22												
CN-3112	Toilet Partitions Install - NL2 Restroom	3	0	25-Feb-22 A	01-Mar-22 A												
CN-3113	Toilet Accessories & Mirrors - NL2 Restroom	3	0	02-Mar-22 A	04-Mar-22 A												
CN-3110	Millwork / Vanity Install - NL2 Restroom	9	0	21-Mar-22 A	31-Mar-22 A												
CN-3114	Final Paint - NL2 Restroom	4	4	25-Apr-22	28-Apr-22												
CN-3116	Electrical - Wall Trim-out - NL2 Restroom	2	2	29-Apr-22	02-May-22												
(North) Level 2 - Offices		416	1	14-Sep-20 A	25-May-22	25-May-22, (North) Level 2 - Offices											

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022											
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov		
CN-3026	Overhead Mechanical - Beam / Pipe/ Duct Install - NL2O	5	0	14-Sep-20 A	30-Dec-20 A												
CN-3022	Interior Wall & Soffit Framing - NL2O	10	0	12-Oct-20 A	30-Dec-20 A												
CN-3023	Electrical / Data / AV - In-wall Rough-In - NL2O	8	0	23-Nov-20 A	06-Jan-21 A												
CN-3027	Overhead Electrical - NL2O	5	0	21-Dec-20 A	06-Jan-21 A												
CN-3024	In-Wall Inspections Complete - NL2O	0	0		31-Mar-21 A												
CN-3025	Insulate / Hang / Finish Drywall - NL2O	10	0	27-Aug-21 A	27-Sep-21 A												
CN-3029	Prime Paint - NL2O	3	0	29-Sep-21 A	01-Oct-21 A												
CN-3030	Ceiling Grid - NL2O	5	0	07-Oct-21 A	13-Oct-21 A												
CN-3033	Light Fixtures / MEP - Ceiling Trim-out - NL2O	5	0	24-Jan-22 A	28-Jan-22 A												
CN-3032	Doors & Hardware - NL2O	2	0	14-Feb-22 A	08-Mar-22 A												
CN-3037	Ceiling Tile Install - NL2O	2	0	28-Feb-22 A	01-Mar-22 A												
CN-3035	Roller Shade Install - NL2O	41	0	30-Mar-22 A	25-May-22 A												
CN-3036	Final Paint - NL2O	4	0	08-Apr-22 A	12-Apr-22 A												
CN-3038	Electrical & Data - Wall Trim-out - NL2O	2	0	12-Apr-22 A	13-Apr-22 A												
CN-3031	Interior Glass Partition Install - NL2O	1	0	14-Apr-22 A	14-Apr-22 A												
CN-3329	Signage - NL2O	1	1	17-May-22	17-May-22												
(North) Level 2 - Punch/Comm/Clean		22	12	11-Apr-22 A	10-May-22												
CN-3321	Final Clean - NL2O	2	0	11-Apr-22 A	13-Apr-22 A												
CN-3322	Skanska Punch - NL2O	2	2	25-Apr-22	26-Apr-22												
CN-3287	Ready for TAB - NL2	0	0	26-Apr-22													
CN-3286	Final Clean - NL2	5	5	29-Apr-22	05-May-22												
CN-3284	Skanska Punch - NL2	3	3	03-May-22	05-May-22												
CN-3285	Architect & Engineer Punch - NL2	3	3	06-May-22	10-May-22												
South Bar Building		456	17	06-Jul-20 A	17-May-22												
(South) Level 1		415	17	15-Sep-20 A	17-May-22												
(South) Level 1 - Mechanical Room M100		335	2	05-Oct-20 A	26-Apr-22												
CS-1005	Interior Framing - SL1M	6	0	05-Oct-20 A	16-Nov-20 A												
CS-1002	Mechanical Piping Overhead Rough-In - SL1M	20	0	22-Oct-20 A	30-Dec-20 A												
CS-1001	Ductwork Overhead Rough-In - SL1M	20	0	26-Oct-20 A	18-Dec-20 A												
CS-1006	Electrical & Fire Alarm In-wall Rough-In - SL1M	20	0	02-Nov-20 A	11-Nov-20 A												
CS-1007	Plumbing In-wall Rough-In - SL1M	5	0	02-Nov-20 A	30-Dec-20 A												
CS-1020	In-Wall Inspections Complete - SL1M	0	0		06-Nov-20 A												
CS-1021	Wall Blocking Complete - SL1M	0	0		06-Nov-20 A												
CS-1015	Insulate / Hang / Finish Drywall - SL1M	10	0	09-Nov-20 A	25-Nov-20 A												
CS-1009	Set Chilled Beam Pumps (CBP-1, CBP-2) [Room M-100] - SL1M	2	0	16-Nov-20 A	18-Nov-20 A												
CS-1010	Set Chilled Water Pumps (CHP-1, CHP-2) [Room M-100] - SL1M	2	0	16-Nov-20 A	18-Nov-20 A												
CS-1017	F/R/P Equipment Pads - SL1M	1	0	14-Dec-20 A	18-Dec-20 A												
CS-1004	Plumbing Overhead Rough-In - SL1M	5	0	21-Dec-20 A	30-Dec-20 A												
CS-1011	Install Fan Coil Units - SL1M	10	0	21-Dec-20 A	24-Dec-20 A												
CS-1012	Install Electrical Panels - SL1M	10	0	21-Dec-20 A	29-Dec-20 A												
CS-1008	Set Air Handling Unit (AHU-2) [Room M-100] - SL1M	2	0	18-Jan-21 A	19-Jan-21 A												
CS-1092	Set Air Handling Unit (AHU-3) [Room M-100] - SL1M	2	0	20-Jan-21 A	21-Jan-21 A												
CS-1000	Electrical Overhead Rough-In - SL1M	8	0	31-Mar-21 A	09-Apr-21 A												
CS-1013	Mechanical Piping Equipment Tie-Ins - SL1M	20	0	31-Mar-21 A	27-Apr-21 A												
CS-1014	Ductwork and Equipment Tie Ins - SL1M	20	0	31-Mar-21 A	15-Jun-21 A												



Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022											
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov		
CS-1016	Electrical Equipment Tie Ins - SL1M	20	0	14-Apr-21 A	04-Jun-21 A												
CS-1024	Pull & Terminate Wire - SL1M	10	0	11-Jun-21 A	24-Jun-21 A												
CS-1018	Prime Paint & First Coat - SL1M	10	0	22-Dec-21 A	04-Jan-22 A	Paint & First Coat - SL1M											
CS-1019	Doors & Hardware - SL1M	9	0	03-Jan-22 A	24-Feb-22 A	Doors & Hardware - SL1M											
CS-1023	Final Paint - SL1M	12	0	05-Jan-22 A	20-Jan-22 A	Final Paint - SL1M											
CS-1022	MEP Trimout - SL1M	10	2	21-Jan-22 A	26-Apr-22	MEP Trimout - SL1M											
CS-1025	Sealed Concrete Floors - SL1M	10	0	21-Jan-22 A	03-Feb-22 A	Sealed Concrete Floors - SL1M											
(South) Level 1 - Labs/Classrooms		415	17	15-Sep-20 A	17-May-22	17-May-22, (South) Level 1 - Labs/Classrooms											
CN-3234	Interior Framing - SL1L	12	0	15-Sep-20 A	24-Sep-20 A												
CN-3235	Priority Wall Top Out - SL1L	5	0	28-Sep-20 A	09-Oct-20 A												
CN-3239	Ductwork Overhead Rough-In - SL1L	20	0	12-Oct-20 A	19-Jan-21 A												
CN-3241	Mechanical Piping Overhead Rough-In - SL1L	20	0	28-Dec-20 A	13-Apr-21 A												
CN-3240	Electrical & Fire Alarm In-wall Rough-In - SL1L	10	0	04-Jan-21 A	26-Feb-21 A												
CN-3237	Plumbing Overhead Rough-In - SL1L	20	0	03-Feb-21 A	18-Jun-21 A												
CN-3238	Plumbing In-wall Rough-In - SL1L	10	0	03-Feb-21 A	19-Feb-21 A												
CN-3236	Electrical Overhead Rough-In - SL1L	20	0	18-Feb-21 A	31-Mar-21 A												
CN-3233	Fire Protection Overhead Rough-In - SL1L	10	0	22-Feb-21 A	12-Mar-21 A												
CN-3243	In-Wall Inspections Complete - SL1L	0	0		26-Feb-21 A												
CN-3247	Frame Soffits - SL1L	10	0	31-Mar-21 A	13-Apr-21 A												
CN-3244	Wall Blocking Complete - SL1L	5	0	06-Apr-21 A	13-Apr-21 A												
CN-3245	Insulate / Hang Drywall - SL1L	10	0	21-May-21 A	14-Jun-21 A												
CN-3248	Hang Hard Ceilings & Soffits - SL1L	10	0	01-Jun-21 A	21-Jul-21 A												
CN-3246	Overhead Inspections Complete - SL1L	0	0		21-Jul-21 A												
CN-3292	Finish Drywall - SL1L	16	0	13-Aug-21 A	03-Sep-21 A												
CN-3249	Prime Paint & First Coat - SL1L	10	0	02-Sep-21 A	14-Sep-21 A												
CN-3281	Install Chilled Beams - SL1L	15	0	15-Sep-21 A	17-Sep-21 A												
CN-3253	Ceiling Grid - SL1L	10	0	27-Sep-21 A	06-Oct-21 A												
CN-3256	Trim Mechanical Overhead - SL1L	10	0	30-Sep-21 A	13-Oct-21 A												
CN-3267	Install Wall Protection - SL1L	2	0	07-Oct-21 A	13-Oct-21 A												
CN-3242	Trim and Adjust Sprinkler Heads - SL1L	5	0	07-Oct-21 A	15-Oct-21 A												
CN-3254	Polish Concrete - SL1L	8	0	14-Oct-21 A	25-Oct-21 A												
CN-3261	Install Carpet/LVT and Base - SL1L/O	8	0	19-Jan-22 A	27-Jan-22 A	Install Carpet/LVT and Base - SL1L/O											
CN-3251	Doors & Hardware - SL1L	8	0	24-Jan-22 A	28-Feb-22 A	Doors & Hardware - SL1L											
CN-3297	Install Lab O/H Service Panel Utilities (8) - SL1L	7	0	24-Jan-22 A	04-Mar-22 A	Install Lab O/H Service Panel Utilities (8) - SL1L											
CN-3264	Install Lab Casework - SL1L	10	0	27-Jan-22 A	25-Mar-22 A	Install Lab Casework - SL1L											
CN-3260	Install Sheet Vinyl Flooring and Base - SL1L	10	0	31-Jan-22 A	11-Feb-22 A	Install Sheet Vinyl Flooring and Base - SL1L											
CN-3296	Install Fume Hoods (1) - SL1L	1	0	31-Jan-22 A	31-Jan-22 A	Install Fume Hoods (1) - SL1L											
CN-3268	Final Connections Fume Hood Locations (Room 1143) - SL1L	3	0	01-Feb-22 A	11-Mar-22 A	Final Connections Fume Hood Locations (Room 1143) - SL1L											
CN-3269	Install Plumbing Fixtures - SL1L	5	0	10-Feb-22 A	24-Mar-22 A	Install Plumbing Fixtures - SL1L											
CN-3255	Install Light Fixtures & Devices - SL1L	15	0	16-Feb-22 A	04-Mar-22 A	Install Light Fixtures & Devices - SL1L											
CN-3258	Final Above Ceiling Inspections Complete - SL1L	5	0	21-Feb-22 A	07-Mar-22 A	Final Above Ceiling Inspections Complete - SL1L											
CN-3259	Drop Ceiling Tiles - SL1L	8	0	08-Mar-22 A	17-Mar-22 A	Drop Ceiling Tiles - SL1L											
CN-3257	Interior Glass Frame Install - SL1L	10	0	04-Apr-22 A	08-Apr-22 A	Interior Glass Frame Install - SL1L											
CN-3270	Electrical Wall Trim - SL1L	5	0	11-Apr-22 A	02-May-22	Electrical Wall Trim - SL1L											
CN-3262	Final Paint - SL1L	5	5	25-Apr-22	29-Apr-22	Final Paint - SL1L											

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022											
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov		
CN-3265	Install OFCI Equipment (Optics Table) - SL1L	1	1	25-Apr-22	25-Apr-22				Install OFCI Equipment (Optics Table) - SL1L								
CN-3315	Interior Glass - SL1L	1	1	02-May-22	02-May-22				Interior Glass - SL1L								
CN-3328	Signage - SL1L	1	1	17-May-22	17-May-22				Signage - SL1L								
(South) Level 1 - Restrooms		326	2	18-Jan-21 A	26-Apr-22	26-Apr-22, (South) Level 1 - Restrooms											
CN-3119	Overhead Mechanical - Duct Install - SL1 Restroom	5	0	18-Jan-21 A	19-Jan-21 A												
CN-3118	Plumbing - In-wall Rough - SL1 Restroom	8	0	03-Feb-21 A	19-Mar-21 A												
CN-3122	Overhead Plumbing - SL1 Restroom	5	0	03-Feb-21 A	19-Mar-21 A												
CN-3117	Electrical - In-wall Rough - SL1 Restroom	5	0	18-Feb-21 A	26-Feb-21 A												
CN-3120	Overhead Electrical - SL1 Restroom	5	0	19-Feb-21 A	26-Feb-21 A												
CN-3121	Overhead Fire Protection - SL1 Restroom	5	0	22-Feb-21 A	12-Mar-21 A												
CN-3123	In-Wall Inspections Complete - SL1 Restroom	0	0		26-Feb-21 A												
CN-3124	Framed Hard Ceilings - Access Panels - SL1 Restroom	5	0	21-Jun-21 A	25-Jun-21 A												
CN-3126	Insulate / Hang Drywall - SL1 Restroom	5	0	28-Jun-21 A	02-Jul-21 A												
CN-3125	Overhead Inspections Complete - SL1 Restroom	0	0		29-Sep-21 A												
CN-3293	Finish Drywall - SL1 Restroom	5	0	08-Nov-21 A	07-Dec-21 A												
CN-3127	Prime Paint - SL1 Restroom	2	0	08-Dec-21 A	09-Dec-21 A												
CN-3128	Floor & Wall Tile Install - SL1 Restroom	15	0	08-Dec-21 A	28-Dec-21 A												
CN-3129	Light Fixtures / MEP - Ceiling Trim-out - SL1 Restroom	4	0	29-Dec-21 A	03-Jan-22 A												
CN-3131	Plumbing Fixtures - SL1 Restroom	4	0	01-Feb-22 A	01-Apr-22 A												
CN-3135	Doors & Hardware - SL1 Restroom	1	2	21-Feb-22 A	26-Apr-22												
CN-3132	Toilet Partitions Install - SL1 Restroom	3	0	07-Mar-22 A	09-Mar-22 A												
CN-3133	Toilet Accessories & Mirrors - SL1 Restroom	3	0	10-Mar-22 A	14-Mar-22 A												
CN-3130	Millwork / Vanity Install - SL1 Restroom	2	0	14-Mar-22 A	28-Mar-22 A												
CN-3134	Final Paint - SL1 Restroom	2	2	25-Apr-22	26-Apr-22												
CN-3136	Electrical - Wall Trim-out - SL1 Restroom	2	2	25-Apr-22	26-Apr-22												
(South) Level 1 - Offices		375	1	26-Oct-20 A	17-May-22	17-May-22, (South) Level 1 - Offices											
CN-3040	Interior Wall & Soffit Framing - SL1O	8	0	26-Oct-20 A	30-Oct-20 A												
CN-3041	Electrical / Data / AV - In-wall Rough-In - SL1O	12	0	19-Feb-21 A	26-Feb-21 A												
CN-3042	In-Wall Inspections Complete - SL1O	0	0		26-Feb-21 A												
CN-3044	Overhead Mechanical - Pipe/Duct Install - SL1O	8	0	12-Apr-21 A	21-Apr-21 A												
CN-3045	Overhead Electrical - SL1O	8	0	12-Apr-21 A	21-Apr-21 A												
CN-3043	Insulate / Hang Drywall - SL1O	6	0	20-May-21 A	24-May-21 A												
CN-3294	Finish Drywall - SL1O	6	0	27-Aug-21 A	03-Sep-21 A												
CN-3047	Prime Paint - SL1O	10	0	06-Sep-21 A	14-Sep-21 A												
CN-3048	Ceiling Grid - SL1O	8	0	24-Sep-21 A	06-Oct-21 A												
CN-3050	Doors & Hardware - SL1O	5	0	10-Jan-22 A	11-Mar-22 A												
CN-3049	Interior Glass HM Frame Install - SL1O	10	0	24-Jan-22 A	04-Feb-22 A												
CN-3051	Light Fixtures / MEP - Ceiling Trim-out - SL1O	8	0	16-Feb-22 A	25-Feb-22 A												
CN-3053	Roller Shade Install - SL1O	4	0	07-Mar-22 A	06-Apr-22 A												
CN-3055	Ceiling Tile Install - SL1O	4	0	08-Mar-22 A	11-Mar-22 A												
CN-3054	Final Paint - SL1O	6	0	21-Mar-22 A	25-Mar-22 A												
CN-3056	Electrical & Data - Wall Trim-out - SL1O	2	0	28-Mar-22 A	29-Mar-22 A												
CN-3327	Signage - SL1O	1	1	17-May-22	17-May-22												
(South) Level 1 - Punch/Comm/Clean		38	6	31-Mar-22 A	09-May-22	09-May-22, (South) Level 1 - Punch/Comm/Clean											
CS-2080	Skanska Punch - SL1O	1	0	31-Mar-22 A	31-Mar-22 A												

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022											
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov		
CS-2079	Final Clean - SL10	1	0	31-Mar-22 A	31-Mar-22 A				Final Clean - SL10								
CS-2073	Skanska Punch - SL1	3	3	02-May-22	04-May-22				Skanska Punch - SL1								
CS-2074	Final Clean - SL1	5	5	02-May-22	06-May-22				Final Clean - SL1								
CN-3283	Ready for TAB - SL1	0	0	03-May-22					Ready for TAB - SL1								
CS-2075	Architect & Engineer Punch - SL1	3	3	05-May-22	09-May-22				Architect & Engineer Punch - SL1								
(South) Level 2		456	17	06-Jul-20 A	17-May-22	17-May-22, (South) Level 2											
(South) Level 2 - Labs/Classrooms		455	16	06-Jul-20 A	17-May-22	17-May-22, (South) Level 2 - Labs/Classrooms											
CN-3272	Install Hangers and Clips - SL2L	10	0	06-Jul-20 A	08-Sep-20 A												
CN-3201	Ductwork Overhead Rough-In - SL2L	20	0	09-Sep-20 A	13-Apr-21 A												
CN-3196	Interior Framing - SL2L	12	0	14-Sep-20 A	05-Oct-20 A												
CN-3197	Priority Wall Top Out - SL2L	5	0	14-Sep-20 A	13-Nov-20 A												
CN-3202	Electrical & Fire Alarm In-wall Rough-In - SL2L	10	0	28-Sep-20 A	13-Nov-20 A												
CN-3203	Mechanical Piping Overhead Rough-In - SL2L	20	0	26-Oct-20 A	27-Apr-21 A												
CN-3198	Electrical Overhead Rough-In - SL2L	10	0	28-Oct-20 A	29-Jan-21 A												
CN-3199	Plumbing Overhead Rough-In - SL2L	20	0	04-Nov-20 A	29-Jul-21 A												
CN-3200	Plumbing In-wall Rough-In - SL2L	10	0	09-Nov-20 A	06-Jan-21 A												
CN-3205	In-Wall Inspections Complete - SL2L	0	0		22-Mar-21 A												
CN-3195	Fire Protection Overhead Rough-In - SL2L	10	0	31-Mar-21 A	13-Apr-21 A												
CN-3208	Frame Soffits - SL2L	10	0	31-Mar-21 A	13-Apr-21 A												
CN-3207	Overhead Inspections Complete - SL2L	0	0		29-Jul-21 A												
CN-3206	Wall Blocking Complete - SL2L	5	0	15-Sep-21 A	21-Sep-21 A												
CN-3209	Insulate / Hang / Finish Drywall - SL2L	28	0	22-Sep-21 A	12-Nov-21 A												
CN-3210	Hang / Finish Hard Ceilings & Soffits - SL2L	10	0	04-Oct-21 A	12-Oct-21 A												
CN-3282	Install Chilled Beams - SL2L	15	0	25-Oct-21 A	09-Nov-21 A												
CN-3215	Ceiling Grid - SL2L	10	0	01-Nov-21 A	06-Dec-21 A												
CN-3218	Trim Mechanical Overhead - SL2L	15	0	01-Nov-21 A	08-Dec-21 A												
CN-3211	Prime Paint & First Coat - SL2L	10	0	02-Nov-21 A	19-Nov-21 A												
CN-3216	Polish Concrete - SL2L	8	0	22-Nov-21 A	07-Dec-21 A												
CN-3204	Trim and Adjust Sprinkler Heads - SL2L	5	0	22-Nov-21 A	03-Dec-21 A												
CN-3213	Doors & Hardware - SL2L	8	0	24-Jan-22 A	24-Mar-22 A												
CN-3298	Install Lab O/H Service Panel Utilities (20) - SL2L	13	0	31-Jan-22 A	25-Mar-22 A												
CN-3222	Install Sheet Vinyl Flooring and Base - SL2L	10	0	01-Feb-22 A	11-Feb-22 A												
CN-3225	Install Fume Hoods (10) - SL2L	5	0	03-Feb-22 A	09-Feb-22 A												
CN-3217	Install Light Fixtures & Devices - SL2L	15	0	14-Feb-22 A	31-Mar-22 A												
CN-3223	Install Carpet/LVT and Base - SL2L/O	8	0	17-Feb-22 A	18-Feb-22 A												
CN-3226	Install Lab Casework - SL2L	20	0	02-Mar-22 A	29-Mar-22 A												
CN-3229	Install Wall Protection - SL2L	5	0	02-Mar-22 A	08-Mar-22 A												
CN-3230	Final Connections at Fume Hood Locations - SL2L	10	0	10-Mar-22 A	29-Apr-22 A												
CN-3220	Final Above Ceiling Inspections Complete - SL2L	3	0	18-Mar-22 A	22-Mar-22 A												
CN-3221	Drop Ceiling Tiles - SL2L	8	5	04-Apr-22 A	29-Apr-22												
CN-3231	Install Plumbing Fixtures - SL2L	10	5	04-Apr-22 A	29-Apr-22												
CN-3232	Electrical Wall Trim - SL2L	5	0	18-Apr-22 A	02-May-22												
CN-3219	Interior Glass Frame Install - SL2L	10	0	19-Apr-22 A	21-Apr-22 A												
CN-3224	Final Paint - SL2L	5	5	25-Apr-22 A	29-Apr-22												
CN-3323	Interior Glass - SL2L	1	1	04-May-22	04-May-22												

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022											
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov		
CS-2078	Final Clean - SL2	5	5	06-May-22	12-May-22				■								
CN-3288	Ready for TAB - SL2	0	0	06-May-22					◆								
CS-2077	Architect & Engineer Punch - SL2	3	3	09-May-22	11-May-22				■								
Atrium		352	18	21-Dec-20 A	18-May-22	▶ 18-May-22, Atrium											
CA-1014	Frame/Hang/Finish Shaft Walls at Elevator- Atrium	10	0	21-Dec-20 A	15-Jan-21 A												
CA-1002	Fire Protection Rough-In-Atrium	15	0	07-Jan-21 A	05-Mar-21 A												
CA-1009	Install Walls L2-Roof Deck-Atrium	20	0	05-Feb-21 A	19-Mar-21 A												
CA-1015	Install Overhead Door - Atrium	2	0	04-Mar-21 A	05-Mar-21 A												
CA-1005	Insulate / Hang / Finish Drywall-Atrium	10	0	30-Aug-21 A	10-Sep-21 A												
CA-1006	Prime / 1st Pass Paint - Atrium	5	0	03-Jan-22 A	07-Jan-22 A												
CA-1003	MEP Inspections Complete-Atrium	0	0		21-Jan-22 A												
High Atrium		135	0	04-Oct-21 A	25-Mar-22 A	▶ 25-Mar-22 A, High Atrium											
CA-1000	Install High Ceiling Grid - Atrium	15	0	04-Oct-21 A	03-Nov-21 A												
CA-1001	Electrical Overhead Rough In and Light Cans- High Atrium	20	0	25-Oct-21 A	31-Dec-21 A												
CA-1020	Hang and Finish USG Ceilings Level 2 - Atrium	10	0	03-Jan-22 A	22-Feb-22 A												
CA-1007	Trim out Light Fixtures - High Atrium	15	0	14-Mar-22 A	25-Mar-22 A												
Low Atrium		130	0	04-Oct-21 A	01-Apr-22 A	▶ 01-Apr-22 A, Low Atrium											
CA-1022	Weld Guardrail Angle - Atrium	7	0	04-Oct-21 A	22-Oct-21 A												
CA-1023	Level 1 Bulkhead framing under Guardrail - Atrium	12	0	14-Oct-21 A	05-Nov-21 A												
CA-1019	Install Low Ceiling Framing (MEC)- Atrium	10	0	08-Nov-21 A	19-Nov-21 A												
CA-1025	Electrical Overhead Rough In and Light Cans- Low Atrium	20	0	22-Nov-21 A	07-Jan-22 A												
CA-1017	Hang and Finish USG Ceilings Level 1 - Atrium	15	0	10-Jan-22 A	22-Feb-22 A												
CA-1021	Trim out Light Fixtures - Low Atrium	10	0	21-Mar-22 A	01-Apr-22 A												
Finishes		93	18	22-Feb-22 A	18-May-22	▶ 18-May-22, Finishes											
CA-1024	Spray-applied Acoustical Finish - Atrium	10	0	22-Feb-22 A	30-Mar-22 A												
CA-1010	Polish Concrete - Atrium	15	0	06-Apr-22 A	22-Apr-22 A												
CA-1016	Final Paint - Atrium	5	0	11-Apr-22 A	15-Apr-22 A												
CA-1013	Final Clean-Atrium	5	5	25-Apr-22	29-Apr-22												
CT-1030	Install Glass Guardrail - Atrium	12	12	03-May-22	18-May-22												
CT-1031	Atrium Construction Complete	0	0		18-May-22												
Shop/Capstone		331	8	09-Nov-20 A	04-May-22	▶ 04-May-22, Shop/Capstone											
CH-1016	Frame Interior Walls - Shop	5	0	09-Nov-20 A	13-Nov-20 A												
CH-1005	Door Frame Installation - Shop	5	0	01-Feb-21 A	04-Feb-21 A												
CH-1008	Mechanical Overhead - Shop	10	0	01-Feb-21 A	06-Apr-21 A												
CH-1009	Electrical Overhead - Shop	10	0	01-Feb-21 A	09-Jul-21 A												
CH-1010	Plumbing Overhead - Shop	10	0	22-Feb-21 A	06-Apr-21 A												
CH-1013	Electrical Wall Rough & Raceways - Shop	8	0	01-Mar-21 A	01-Apr-21 A												
CH-1017	Hang Walls - Shop	5	0	01-Jun-21 A	04-Jun-21 A												
CH-1023	Finish Walls - Shop	5	0	03-Dec-21 A	09-Dec-21 A												
CH-1019	RePrime RePaint - Shop	5	0	10-Dec-21 A	16-Dec-21 A												
CH-1015	Install Sealed Concrete- Shop	5	0	17-Dec-21 A	23-Dec-21 A												
CH-1006	Doors and Hardware Installation - Shop	5	0	07-Feb-22 A	10-Feb-22 A												
CH-1020	Install Lab Casework - Shop	5	0	11-Feb-22 A	17-Feb-22 A												
CH-1018	Install Plumbing Fixtures - Shop	5	0	23-Feb-22 A	01-Mar-22 A												
CH-1021	Install Glass Lites- Shop	2	0	23-Feb-22 A	24-Feb-22 A												

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022											
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov		
CH-1003	Turnover Clean - Shop	3	3	25-Apr-22	27-Apr-22				■								
CH-1004	Punch Walk-through/Inspections - Shop	5	5	28-Apr-22	04-May-22				■								
Elevators		35	0	01-Mar-21 A	06-Aug-21 A												
CE-1000	Install Elevators	35	0	01-Mar-21 A	06-Aug-21 A												
Stairs		471	7	22-Jun-20 A	03-May-22												
Stair 101		463	3	22-Jun-20 A	27-Apr-22												
CT-1005	Install Stairs- Stair 101	10	0	22-Jun-20 A	24-Jun-20 A												
CT-1007	Hang and Finish Walls - Stair 101	10	0	15-Jan-21 A	19-Jan-21 A												
CT-1006	Place Concrete Pans - Stair 101	3	0	31-Mar-21 A	12-May-21 A												
CT-1009	Install Permanent Hand Rails- Stair 101	2	0	06-May-21 A	06-May-21 A												
CT-1008	Trim Devices- Stair 101	3	3	25-Apr-22	27-Apr-22				□								
Stair 102		453	3	24-Jun-20 A	27-Apr-22												
CT-1010	Install Stairs- Stair 102	10	0	24-Jun-20 A	26-Jun-20 A												
CT-1012	Hang and Finish Walls - Stair 102	10	0	15-Feb-21 A	19-Mar-21 A												
CT-1011	Place Concrete Pans - Stair 102	3	0	05-Apr-21 A	13-May-21 A												
CT-1014	Install Permanent Hand Rails- Stair 102	2	0	07-May-21 A	07-May-21 A												
CT-1013	Trim Devices- Stair 102	3	3	25-Apr-22	27-Apr-22				□								
Stair 103		244	0	04-Aug-20 A	14-May-21 A												
CT-1015	Install Stairs- Stair 103	10	0	04-Aug-20 A	07-Aug-20 A												
CT-1017	Hang and Finish Walls - Stair 103	10	0	20-Jan-21 A	26-Mar-21 A												
CT-1016	Place Concrete Pans - Stair 103	3	0	08-Apr-21 A	14-May-21 A												
CT-1019	Install Permanent Hand Rails- Stair 103	2	0	03-May-21 A	07-May-21 A												
CT-1018	Trim Devices- Stair 103	3	0	10-May-21 A	10-May-21 A												
Stair 104		403	5	28-Sep-20 A	29-Apr-22												
CT-1020	Install Steel Stairs - Stair 104	10	0	28-Sep-20 A	29-Sep-20 A												
A1039	Install Terrazzo Tread/Riser - Stair 104	11	0	11-Apr-22 A	15-Apr-22 A				■								
CT-1024	Install Permanent Hand Rails - Stair 104	5	5	25-Apr-22	29-Apr-22				■								
Stair 105		409	7	30-Sep-20 A	03-May-22												
CT-1025	Install Steel Stairs - Stair 105	10	0	30-Sep-20 A	01-Oct-20 A												
A1040	Install Terrazzo Tread/Riser - Stair 105	30	2	19-Apr-22 A	26-Apr-22				■								
CT-1029	Install Permanent Hand Rails - Stair 105	5	5	27-Apr-22	03-May-22				■								
Hardscape & Landscape		192	16	20-Aug-21 A	16-May-22												
HD-1003	Loading Dock Drive - Grade/Road Base/Curbs	15	0	20-Aug-21 A	30-Sep-21 A												
CN-3278	Site Grading - North	3	0	14-Sep-21 A	17-Sep-21 A												
CN-3302	Site Grading - Main Entry Plaza	3	0	20-Sep-21 A	22-Sep-21 A												
CN-3303	Site Grading - South	2	0	27-Sep-21 A	28-Sep-21 A												
HD-1000	Site Sidewalks - Loading Dock	10	0	01-Oct-21 A	15-Oct-21 A												
CN-3300	Loading Dock Lift - Concrete Pit/Steel Angle Install	5	0	22-Oct-21 A	03-Nov-21 A												
HD-1004	Site Sidewalks - North	7	0	04-Nov-21 A	12-Nov-21 A												
CN-3305	Site Sidewalks - South	7	0	15-Nov-21 A	24-Nov-21 A												
CN-3309	Excavate Main Entry Plaza	5	0	29-Nov-21 A	03-Dec-21 A												
CN-3301	Loading Dock Lift - Install	2	0	03-Dec-21 A	06-Dec-21 A												
CN-3310	Rough in Light pole bases / seat lights - Main Entry Plaza	5	0	06-Dec-21 A	10-Dec-21 A												
CN-3313	Soil amendement	5	0	06-Dec-21 A	10-Dec-21 A												
CN-3304	Main Entry Plaza Slab	4	0	13-Dec-21 A	17-Jan-22 A												

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	2022											
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov		
HD-1001	Irrigation - NW Corner/Loading Dock	7	0	18-Jan-22 A	26-Jan-22 A	Irrigation - NW Corner/Loading Dock											
HD-1006	Irrigation - SW Corner/Loading Dock	7	0	18-Jan-22 A	26-Jan-22 A	Irrigation - SW Corner/Loading Dock											
CN-3311	Install Benches and bench light	10	0	18-Jan-22 A	11-Feb-22 A	Install Benches and bench light											
HD-1005	Irrigation - North	3	0	25-Jan-22 A	27-Jan-22 A	Irrigation - North											
HD-1007	Irrigation - South	6	0	25-Jan-22 A	01-Feb-22 A	Irrigation - South											
HD-1002	Landscaping - NW Corner/Loading Dock	5	5	21-Mar-22 A	29-Apr-22	Landscaping - NW Corner/Loading Dock											
CN-3277	Steel Edger/Mirafi & Gravel Install	10	0	04-Apr-22 A	13-Apr-22 A	Steel Edger/Mirafi & Gravel Install											
CN-3308	Final Curtainwall Clean	10	5	15-Apr-22 A	29-Apr-22	Final Curtainwall Clean											
CN-3312	Install Light Poles & Site lighting	6	6	25-Apr-22	02-May-22	Install Light Poles & Site lighting											
HD-1008	Landscaping - North/NE Corner	3	3	02-May-22	04-May-22	Landscaping - North/NE Corner											
CN-3306	Landscaping - SW Corner/Loading Dock	5	5	05-May-22	11-May-22	Landscaping - SW Corner/Loading Dock											
CN-3307	Landscaping - South	3	3	12-May-22	16-May-22	Landscaping - South											
Commissioning		316	54	28-Apr-21 A	15-Jul-22	15-Jul-22, Commissioning											
CO-1011	Test CHW & HHW	15	0	28-Apr-21 A	18-May-21 A	Test CHW & HHW											
CO-1010	Generator Load Test	0	0		20-Jan-22 A	Generator Load Test											
CO-1000	Test & Balance - HVAC	12	12	03-May-22	18-May-22	Test & Balance - HVAC											
CO-1008	Lighting Control Testing	5	5	03-May-22	09-May-22	Lighting Control Testing											
CO-1006	Fume Hood Certification	3	3	19-May-22	23-May-22	Fume Hood Certification											
CO-1007	Develop Test & Balance Report	2	2	19-May-22	20-May-22	Develop Test & Balance Report											
CO-1001	CHW & HHW Commissioning	10	10	06-Jun-22	17-Jun-22	CHW & HHW Commissioning											
CO-1003	Plumbing Systems Commissioning	20	20	06-Jun-22	01-Jul-22	Plumbing Systems Commissioning											
CO-1009	Electrical Gear Commissioning	5	5	06-Jun-22	10-Jun-22	Electrical Gear Commissioning											
CO-1005	Develop Final Cx Report	10	10	04-Jul-22	15-Jul-22	Develop Final Cx Report											
Closeout		51	51	13-May-22	22-Jul-22	22-Jul-22, Closeout											
CL-1000	Final Inspections - Level 1 Buildout	5	5	13-May-22	19-May-22	Final Inspections - Level 1 Buildout											
CL-1006	Final Inspections - Level 2 Buildout	5	5	13-May-22	19-May-22	Final Inspections - Level 2 Buildout											
CL-1001	Level 1 Buildout - Complete (Certificate of Occupancy)	0	0		23-May-22	Level 1 Buildout - Complete (Certificate of Occupancy)											
CL-1007	Level 2 Buildout - Complete (Certificate of Occupancy)	0	0		23-May-22	Level 2 Buildout - Complete (Certificate of Occupancy)											
CL-1003	Document (As-Built, Warranty, O&M) Closeout/Turnover	45	45	23-May-22	22-Jul-22	Document (As-Built, Warranty, O&M) Closeout/Turnover											
CL-1004	Punch List - Completion	45	45	23-May-22	22-Jul-22	Punch List - Completion											
CL-1008	Owner Training	10	10	23-May-22	03-Jun-22	Owner Training											
CL-1005	Final Completion	0	0		22-Jul-22	Final Completion											
Summary		667	20	23-Sep-19 A	20-May-22	20-May-22, Summary											
2318017-BM-1000	NTP to Substantial Completion	0	20	23-Sep-19 A	23-May-22	NTP to Substantial Completion											
2318017-BM-1020	Foundations	0	0	04-Dec-19 A	03-Mar-20 A												
2318017-BM-1030	Structure	0	0	02-Mar-20 A	09-Jul-20 A												
2318017-BM-1100	Slab on Grade	0	0	27-Apr-20 A	22-Sep-20 A												
2318017-BM-1040	Envelope	0	0	19-May-20 A	15-Mar-21 A												
2318017-BM-1050	Rough In	0	0	29-Jun-20 A	29-Sep-21 A												
2318017-BM-1090	Interior Framing	156	0	24-Aug-20 A	20-Jan-21 A												
2318017-BM-1060	Interior Finishes	363	14	01-Sep-20 A	12-May-22	Interior Finishes											
2318017-BM-1070	Conveying Systems	34	0	01-Mar-21 A	06-Aug-21 A												
2318017-BM-1080	Test & Balance	14	14	29-Apr-22	18-May-22	Test & Balance											

**Florida Polytechnic University
Finance and Facilities Committee
Board of Trustees
May 23, 2022**

Subject: University FY22 Q3 Financial Update

Proposed Committee Action

Information only – no action required.

Background Information

In order to keep the Florida Polytechnic University Board of Trustees regularly informed on the state of university finances, from time-to-time the Chief Finance Officer and/or University Controller will provide the Committee with an update on the current fiscal year status.

Fiscal Year 2021-2022 Third Quarter Update

The University has had a year over year (YOY) 19% increase in revenues and a 5% rise over budget. Tuition and fees remain constant as we use waiver authority to increase our enrollment. Auxiliary revenues were 20% over last year and 28% ahead of budget projections. FIPR revenue and Investment returns continue to decline.

The University's major expense continues to be salaries and benefits that are currently pacing consistent with this time last year but 17% lower than the projected budget. Vacant positions continue to revolve.

Operating expenses are 6% higher than last year but 17% less than budgeted. This fluctuation is relative to focused spending on strategic initiatives compared to last year. However, we do have unspent funds due to supply chain issues.

Carryforward funds were used on non-recurring expenses and expensed according to the revised carryforward plan.

Supporting Documentation: PowerPoint

Prepared by: Penelope LH Farley, CPA, Assistant Vice President & University Controller



FLORIDA POLYTECHNIC
UNIVERSITY

University Financials
Quarter 3
FY2022

Penney Farley
23 May, 2022



Institutional Ratios

Ratio	Florida Poly	Benchmark	Status
Cash to current liabilities	832	1	
Viability	229	1.25-2.0	
Primary reserve	138	0.4	
Net income	34	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 Q3 Financial Update**
 - Net Position
 - YOY Variance
 - Budget-to-Actual
 - Other Sources
- **Summary**



FY22 Net Position

	3/31/2022	3/31/2021	\$ change	% change	
Assets	Assets & Deferred Outflows				
	Cash and Investments	\$ 43,264,392	\$ 39,972,084	\$ 3,292,308	8.24%
	Receivables	9,278,894	590,807	8,688,087	1470.55%
	Property, Plant & Equipment, net	171,648,432	161,832,175	9,816,257	6.07%
	Deferred Outflows	12,967,812	10,710,611	2,257,201	21.07%
	Total Assets & Deferred Outflows	237,159,530	213,105,677	24,053,853	11.29%
Liabilities	Liabilities & Net Position				
	Current Liabilities	5,197,047	2,731,142	2,465,905	90.29%
	Noncurrent Liabilities	25,215,914	24,412,378	803,536	3.29%
	Deferred Inflows	4,120,842	2,565,760	1,555,082	60.61%
	Total Liabilities & Deferred Inflows	34,533,803	29,709,280	4,824,523	16.24%
Net	Net Position	202,625,727	183,396,397	19,229,330	10.49%
	Total Liabilities & Net Position	\$ 237,159,530	\$ 213,105,677	\$ 24,053,853	11.29%

- **A/R is 73% for the ARC; 16% scholarship sources; 8% grants; 3% students**
- **A/P is 68% for the ARC; remainder is CARES and strategic initiatives**



FY22 Net Position w/o ARC

	w/o ARC 3/31/2022	w/o ARC 3/31/2021	\$ change	% change	
Assets	Assets & Deferred Outflows				
	Cash and Investments	\$ 40,838,400	\$ 34,117,693	\$ 6,720,707	19.70%
	Accounts Receivable and Prepaids	2,503,282	590,807	1,912,475	323.71%
	Property, Plant & Equipment, net	130,180,643	134,393,432	(4,212,789)	-3.13%
	Deferred Outflows	12,967,812	10,710,611	2,257,201	21.07%
	Total Assets & Deferred Outflows	\$ 186,490,137	\$ 179,812,543	\$ 6,677,594	3.71%
Liabilities	Liabilities & Net Position				
	Current Liabilities	\$ 1,660,228	\$ 1,702,008	\$ (41,780)	-2.45%
	Noncurrent Liabilities	25,215,914	24,412,378	803,536	3.29%
	Deferred Inflows	4,120,842	2,565,760	1,555,082	60.61%
	Total Liabilities & Deferred Inflows	30,996,984	28,680,146	2,316,838	8.08%
Net	Net Position	155,493,153	151,132,397	4,360,756	2.89%
	Total Liabilities & Net Position	\$ 186,490,137	\$ 179,812,543	\$ 6,677,594	3.71%

- Cash and investments have increased with Performance Based Funding
- A/R represents \$1.4M in scholarship funding, grants and student receivables due to the University



Q3 YOY Variance

	<u>Actual 3/31/22</u>	<u>Actual 3/31/21</u>	<u>Variance</u>	
Sources	Summary of Sources			
	State and Lottery Appropriations	\$ 30,848,760	\$ 25,657,216	20.23%
	Student Tuition & Fees	2,966,125	3,001,854	-1.19%
	Scholarships	11,243,664	9,847,043	14.18%
	Other Sources	7,528,060	5,701,584	32.03%
	Total Sources	52,586,609	44,207,697	18.95%
Uses	Summary of Uses			
	Salary & Benefit	17,692,120	17,922,372	-1.28%
	Other Personnel Services (OPS)	956,261	1,764,160	-45.80%
	Operating Expenses	11,449,374	9,432,651	21.38%
	Scholarships	11,769,416	10,461,584	12.50%
	Total Uses	41,867,171	39,580,767	5.78%
	Sources (over)/under	\$ 10,719,438	\$ 4,626,930	131.67%

- State and Lottery Appropriations include Performance Based Funding
- Increased scholarship sources are supporting increased awards
- Auxiliary revenue is pacing 20% higher than last year and CARES funding continues to support infrastructure and student initiatives
- Increased Operating Expenses due to our focus on strategic initiatives and CARES spending

Budget-to-Actual

	FY 21-22 Budget	Budget 3/31/22	Actual 3/31/22	Variance	
Sources	Summary of Sources				
	State and Lottery Appropriations	\$ 41,539,451	\$ 31,154,588	\$ 30,848,760	-0.98%
	Student Tuition & Fees	3,898,268	2,923,701	2,966,125	1.45%
	Scholarships	11,000,000	8,250,000	11,243,664	36.29%
	Other Sources	10,465,467	7,849,100	7,528,060	-4.09%
	Total Sources	66,903,186	50,177,389	52,586,609	4.80%
Uses	Summary of Uses				
	Salary & Benefit	28,489,903	21,367,427	17,692,120	-17.20%
	Other Personnel Services (OPS)	2,675,293	2,006,470	956,261	-52.34%
	Operating Expenses	25,128,514	18,846,386	11,449,374	-39.25%
	Scholarships	11,000,000	8,250,000	11,769,416	42.66%
	Total Uses	67,293,710	50,470,283	41,867,171	-17.05%
	Sources (over)/under	\$ (390,524)	\$ (292,894)	\$ 10,719,438	-3759.83%

- Scholarship resources are exceeding projections due to CARES funding and private student sources which are supporting the increased awards
- Vacancies remain open however we are beginning to fill in Q4
- OPS expenses are being charged to carryforward per the revised plan
- Decrease in Operating Expenses reflect unspent PBF and supply chain issues

Carryforward Balances

• Education & General

Beginning Balance, 7/1/21	\$ 8,950,360
Source:	
Interest	25,274
	<hr/>
Total E&G carryforward sources	<u>8,975,634</u>
Uses:	
Non-recurring operating expenses	(5,267,222)
Restricted by Appropriation	<u>(127,339)</u>
Total E&G carryforward uses	<u>(5,394,561)</u>
Ending Balance, 3/31/22	<u>\$ 3,581,073</u>

• Capital

Beginning Balance, 7/1/21	\$ 9,719,950
Sources:	
Interest	88,821
Project transfer-in	<u>3,658,198</u>
Total Capital Carryforward Sources	<u>13,466,969</u>
Uses:	
Applied Research Center	(2,155,951)
Reclaimed Water Infrastructure	<u>(10,887)</u>
Total Capital Carryforward Uses	<u>(2,166,838)</u>
Ending Balance, 3/31/22	<u>\$ 11,300,131</u>

- **Education & General carryforward has a remaining reserve of \$2.8M and restricted funds for AMI**
- **Capital carryforward represents funds available for the Engineering Shop 1 building as well as the Reclaimed Water Infrastructure**
- **Capital carryforward used for ARC has been reimbursed with PECO funds**

Federal Funds (HEERF)

	(Polk County)			
	CARES I	CARES I	CARES II	CARES III
Institutional Funding:				
Funding life-to-date	\$ 300,000	\$ 626,651	\$ 1,211,962	\$ 1,621,780
Disbursements life-to-date	\$ 300,000	\$ 626,651	\$ 1,068,081	\$ 402,478
Remaining funds to draw	\$ -	\$ -	\$ 143,881	\$ 1,219,302
Financial Aid Funding:				
Funding life-to-date	\$ -	\$ 626,652	\$ 626,652	\$ 1,621,781
Disbursements life-to-date	\$ -	\$ 626,652	\$ 626,652	\$ 1,146,589
Remaining funds to draw	\$ -	\$ -	\$ -	\$ 475,192

- **Planned expenditure of Student Aid Funding in process**
- **Institutional funding is supporting information technology and student development**

Summary

- **University balance sheet remains strong and thriving in supportive of strategic priorities**
 - Primary Reserve Ratio remains high and driven by our resources
 - Viability remains high and driven by our low debt levels
- **Auxiliary services continues to thrive post-COVID**
- **University continues to strategically use carryforward funding for nonrecurring investments**
- **University continues to use CARES funding to support infrastructure and student development**

**Florida Polytechnic University
Finance and Facilities Committee
Board of Trustees
May 23, 2002**

Subject: FY 2022-23 University Operating Budget

Proposed Committee Action

Recommend approval of the University Operating Budget for the 2022-23 fiscal year to the Board of Trustees.

Background Information

The Board of Governors requires that the University's operating budget be approved by the Board of Trustees and provided to the Board of Governors who will be reviewing and approving each budget during its September 2022 Board meeting. The President and the Vice President & Chief Financial Officer, in accordance with their fiduciary responsibility to the University, are certifying that the budget is true and materially accurate. The President must further certify that the budget has been reviewed and approved by the Board of Trustees at its meeting held on May 24, 2022, and that funds will only be expended in accordance with the approved budget as well as all applicable statutes, Board of Governors regulations, and University regulations.

Supporting Documentation: FY 22-23 Operating Budget Summary

Prepared by: Dr. Allen Bottorff, Vice President & Chief Financial Officer, and Penelope LH Farley, CPA, Assistant Vice President & University Controller



FLORIDA POLYTECHNIC
UNIVERSITY

Operating Budget – All Sources

Dr. Allen Bottorff

23 May, 2022

Outline

- **FY22-23 Operating Budget – All Sources**
 - Revenue Allocation
 - Total Budget Expense Request
 - Summary by Functions



Operating Budget – All Sources

		FY 21-22		FY22-23			
CC #	Cost Center Hierarchy	Total Operating Budget	PROJECTS	FY 21-22 TOTAL BUDGET	Total Operating Budget	PROJECTS	FY 22-23 TOTAL BUDGET
Revenue Allocations							
	Appropriation - Operating Funds			40,771,949			43,545,618
	Lottery Funds			518,137			643,651
	Need -Based Financial Aid			50,000			50,000
	Tuition & Fees Trust Fund			2,822,696			1,900,000
	FIPR Shared Service			120,461			102,586
	Sub-Total State Allocation			44,283,243			46,241,855
	FIPR			1,500,000			1,500,000
	Student Fee			1,075,572			969,766
	Auxiliaries			4,565,050			5,818,204
	Carry Forward			TBD			TBD
	Other Unrestricted			250,000			3,364,534
	Contracts & Grants (201,203,204)			2,779,956			2,510,000
	Investment Income			1,250,000			300,000
	Financial Aid			11,000,000			11,700,000
	PECO/Capital Budget			TBD			TBD
	TOTAL BUDGETED REVENUES			\$ 66,703,821			\$72,404,359

Outline

- **FY22-23 Operating Budget – All Sources**
 - Revenue Allocation
 - Total Budget Expense Request
 - Summary by Functions



Operating Budget – All Sources

CC #	Cost Center Hierarchy	FY 21-22			FY22-23			Variance Total OB	% Variance
		Total Operating Budget	PROJECTS	FY 21-22 TOTAL BUDGET	Total Operating Budget	PROJECTS	FY 22-23 TOTAL BUDGET		
Total Budgeted Expenses All Sources									
	Education & General (E&G)	38,407,031	5,871,041	44,278,072	45,892,902	5,035,103	50,928,005	7,485,871	19.49%
	FIPR	1,915,697	-	1,915,697	1,900,000	-	1,900,000	(15,698)	-0.82%
	Student Fees	1,651,063	-	1,651,063	1,724,977	-	1,724,977	73,914	4.48%
	Auxiliaries	5,214,384	-	5,214,384	7,819,152	-	7,819,152	2,604,768	49.95%
	Other Unrestricted	250,000	-	250,000	3,364,534	-	3,364,534	3,114,534	1245.81%
	Contracts & Grants	2,779,956	-	2,779,956	2,510,000	-	2,510,000	(269,956)	-9.71%
	Financial Aid	11,000,000	-	11,000,000	11,560,000	-	11,560,000	560,000	5.09%
	PECO/Capital Project	-	-	-	-	-	-	-	-
		28,550,374	5,871,041	67,089,172	74,771,565	5,035,103	79,806,668	13,553,433	20.20%

Outline

- **FY22-23 Operating Budget – All Sources**
 - Revenue Allocation
 - Total Budget Expense Request
 - Summary by Functions



Operating Budget Board of Trustees & President

FLORIDA POLYTECHNIC UNIVERSITY

FY 22-23 Operating Budget Request ____ ALL SOURCES

		FY 21-22			FY22-23				
CC #	Cost Center Hierarchy	Total Operating Budget	PROJECTS	FY 21-22 TOTAL BUDGET	Total Operating Budget	PROJECTS	FY 22-23 TOTAL BUDGET	Variance Total OB	% Variance
	Total of Board of Trustees	82,571	70,070	152,641	114,541	-	114,541	(38,100)	-24.96%
The Office of the President									
1002	1002 Office of the President	657,691	73,500	731,191	742,614	-	742,614	11,422	1.56%
1026	1026 Public Safety & Police	1,134,614	-	1,134,614	1,218,051	10,694	1,228,745	94,131	8.30%
1096	1096 International Relations	95,622	12,000	107,622	114,622	-	114,622	7,000	6.50%
1097	1097 President Discretionary	581,650	-	581,650	1,150,000	-	1,150,000	568,350	97.71%
1086	1086 Audit & Compliance	187,485	-	187,485	188,060	-	188,060	575	0.31%
1085	1085 Title IX	127,400	1,200	128,600	129,333	-	129,333	733	0.57%
1035	1035 University Relations	898,800	615,400	1,514,200	1,058,095	565,368	1,623,463	109,263	7.22%
1037	1037 Government Affairs	149,575	-	149,575	124,841	-	124,841	(24,735)	-16.54%
1038	1038 Strategic Investment	3,361,782	-	3,361,782	-	-	-	(3,361,782)	-100.00%
1039	1039 Division of Equity & Inclusion	137,000	36,500	173,500	185,000	-	185,000	11,500	6.63%
	Total Office of the President	7,331,619	738,600	8,070,219	4,910,614	576,062	5,486,676	(2,583,542)	-32.01%



Operating Budget Academic Affairs

		FY 21-22			FY22-23				
CC #	Cost Center Hierarchy	Total Operating Budget	PROJECTS	FY 21-22 TOTAL BUDGET	Total Operating Budget	PROJECTS	FY 22-23 TOTAL BUDGET	Variance Total OB	% Variance
Academic Affairs Division									
Office of the Exec. Vice President & Provost									
1003	1003 Office of the Provost Academic Affa	2,271,247	838,477	3,109,724	1,259,440	220,000	1,479,440	(1,630,284)	-52.43%
2000	2000 Faculty Recruitment	3,441,438	-	3,441,438	3,502,194	-	3,502,194	60,756	1.77%
1011	1011 Registrar	613,116	-	613,116	550,906	8,000	558,906	(54,209)	-8.84%
1004	1004 Engineering Programs	3,036,256	-	3,036,256	4,039,699	-	4,039,699	1,003,444	33.05%
1005	1005 CS & DSBA Programs	2,787,652	-	2,787,652	3,288,670	-	3,288,670	501,018	17.97%
1006	1006 Science, Arts & Applied Mathemati	2,115,634	-	2,115,634	2,415,867	-	2,415,867	300,233	14.19%
1049	1049 Health Informatics	318,680	-	318,680	208,604	-	208,604	(110,077)	-34.54%
1084	1084 Applied Economic Analysis	75,000	-	75,000	75,000	-	75,000	(0)	0.00%
Sub-Total Office of Exec. VP & Provost		14,659,023	838,477	15,497,500	15,340,380	228,000	15,568,380	70,880	0.46%
Academic Affairs - Vice Provost									
1009	1009 Assessment & Instruction	790,213	112,438	902,651	822,546	55,000	877,546	(25,105)	-2.78%
1008	1008 Graduate Programs	411,150	640,705	1,051,855	640,705	-	640,705	(411,150)	-39.09%
1021	1021 Entrepreneurship	90,194	5,000	95,194	7,500	-	7,500	(87,694)	-92.12%
1050	1050 Ombudsman	4,490	-	4,490	4,770	-	4,770	280	6.24%
Sub-Total Academic Affairs		1,296,047	758,143	2,054,190	1,475,521	55,000	1,530,521	(523,669)	-25.49%
Academic Services - Vice Provost									
1012	1012 Academic Support Services	632,837	41,036	673,873	705,575	-	705,575	31,702	4.70%
1094	1094 Residential Life	-	-	-	274,529	-	274,529	274,529	100.00%
1089	1089 Library	126,514	284,701	411,215	313,993	-	313,993	(97,222)	-23.64%
1090	1090 Disabilities	69,673	59,834	129,507	246,288	-	246,288	116,781	90.17%
1091	1091 Career	140,818	8,000	148,818	254,348	-	254,348	105,530	70.91%
1017	1017 International Students	39,180	43,500	82,680	80,680	-	80,680	(2,000)	-2.42%
1018	1018 Student Development	326,516	72,697	399,213	378,986	-	378,986	(20,227)	-5.07%
Sub-Total Academic Services		1,335,538	509,768	1,845,306	2,254,398	-	2,254,398	409,092	22.17%



Operating Budget Academic Affairs

		FY 21-22			FY22-23				
CC #	Cost Center Hierarchy	Total Operating Budget	PROJECTS	FY 21-22 TOTAL BUDGET	Total Operating Budget	PROJECTS	FY 22-23 TOTAL BUDGET	Variance Total OB	% Variance
Enrollment & Student Development									
1015	1015 Enrollment Management	1,302,351	1,227,102	2,529,453	3,441,262	-	3,441,262	911,809	36.05%
1016	1016 Financial Aid	365,066	132,900	497,966	498,158	-	498,158	192	0.04%
Sub-Total of Enrollment & Student Deve		1,667,418	1,360,002	3,027,420	3,939,420	-	3,939,420	912,001	30.12%
Research									
1022	1022 Grants & Contracts	198,975	13,500	212,475	226,514	10,000	236,514	24,040	11.31%
1061	1061 Research Programs	-	-	-	-	-	-	0	
Sub-Total Research		198,975	13,500	212,475	226,514	10,000	236,514	24,040	11.31%
Information Technology									
1027	1027 Enterprise Systems	488,404	-	488,404	510,482	-	510,482	22,078	4.52%
Sub-Total Enterprise Systems		488,404	-	488,404	510,482	-	510,482	22,078	4.52%
1043	1043 Information Security	-	701,200	701,200	-	736,000	736,000	34,800	4.96%
1045	1045 Administrative Computing	-	247,550	247,550	-	289,850	289,850	42,300	17.09%
1046	1046 Software Development	-	151,000	151,000	-	198,600	198,600	47,600	31.52%
1044	1044 User Services	-	120,500	120,500	-	177,000	177,000	56,500	46.89%
1041	1041 Technology Services	2,389,759	-	2,389,759	2,918,182	2,183,140	5,101,322	2,711,563	113.47%
Sub-Total Technology Services		2,389,759	1,220,250	3,610,009	2,918,182	3,584,590	6,502,772	2,892,763	80.13%
Total Division of Academic Affairs		22,035,163	4,700,140	26,735,303	26,664,899	3,877,590	30,542,489	3,807,185	14.24%



Operating Budget Advancement, F&A, General Counsel

		FY 21-22			FY22-23				
CC #	Cost Center Hierarchy	Total Operating Budget	PROJECTS	FY 21-22 TOTAL BUDGET	Total Operating Budget	PROJECTS	FY 22-23 TOTAL BUDGET	Variance Total OB	% Variance
Advancement Division									
1034	1034 Development	1,142,044	80,123	1,222,167	1,209,782	155,451	1,365,233	143,065	11.71%
Total Advancement Division		1,142,044	80,123	1,222,167	1,209,782	155,451	1,365,233	143,065	11.71%
Finance and Administration									
1058	1058 Office of the CFO	364,088	-	364,088	361,539	100,000	461,539	97,451	26.77%
1057	1057 Central Administration	-	-	-	80,000	-	80,000	80,000	100.00%
1059	1059 Risk Management	245,335	-	245,335	245,335	-	245,335	0	0.00%
1024	1024 Facilities & Safety Services	3,357,035	239,093	3,596,128	3,596,128	-	3,596,128	(0)	0.00%
1019	1019 Environmental Health & Safety	183,959	-	183,959	196,959	-	196,959	13,000	7.07%
1032	1032 Human Resources	744,859	24,850	769,709	760,386	226,000	986,386	216,677	28.15%
1028	1028 Procurement	417,733	-	417,733	413,235	-	413,235	(4,498)	-1.08%
1048	1048 Central Services	145,623	-	145,623	145,623	-	145,623	0	0.00%
Sub-Total Finance & Administration		5,458,632	263,943	5,722,575	5,799,205	326,000	6,125,205	402,630	7.04%
Finance & Accounting									
1029	1029 Student Business Services	271,257	-	271,257	272,316	-	272,316	1,059	0.39%
1030	1030 Budget	257,569	13,840	271,409	257,567	-	257,567	(13,841)	-5.10%
1031	1031 Finance & Accounting	971,487	4,325	975,812	971,813	-	971,813	(3,999)	-0.41%
Sub-Total Finance & Accounting		1,500,313	18,165	1,518,478	1,501,697	-	1,501,697	(16,781)	-1.11%
Total Finance and Administration		6,958,945	282,108	7,241,053	7,300,902	326,000	7,626,902	385,849	5.33%
General Counsel Division									
1033	1033 VP - General Counsel	856,689	-	856,689	657,061	100,000	757,061	(99,628)	-11.63%
Total General Counsel Division		856,689	-	856,689	657,061	100,000	757,061	(99,628)	-11.63%
Total E&G		\$ 38,407,031	\$ 5,871,041	\$ 44,278,072	\$ 40,857,799	\$ 5,035,103	\$ 45,892,902	\$ 1,614,830	3.65%



Operating Budget

Other Operational Areas

CC #	Cost Center Hierarchy	FY 21-22			FY22-23			Variance Total	
		Total Operating Budget	PROJECTS	FY 21-22 TOTAL BUDGET	Total Operating Budget	PROJECTS	FY 22-23 TOTAL BUDGET	OB	% Variance
	Student Fees								
	Total Student Fees	1,651,063	-	1,651,063	1,724,977	-	1,724,977	73,914	4.48%
	Auxiliaries								
	Total Auxiliaries	5,181,384	-	5,181,384	7,618,104	-	7,618,104	2,436,720	47.03%
106	Other Unrestricted Funds	250,000	-	250,000	3,364,534	-	3,364,534	3,114,534	1245.81%
203	Contracts & Grants	2,779,956	-	2,779,956	2,510,000	-	2,510,000	(269,956)	-9.71%
202	Financial Aid	11,000,000	-	11,000,000	11,560,000	-	11,560,000	560,000	5.09%



Operating Budget Expense Summary

CC #	Cost Center Hierarchy	FY 21-22			FY22-23			Variance Total OB	% Variance
		Total Operating Budget	PROJECTS	FY 21-22 TOTAL BUDGET	Total Operating Budget	PROJECTS	FY 22-23 TOTAL BUDGET		
Total Budgeted Expenses All Sources									
	Education & General (E&G)	38,407,031	5,871,041	44,278,072	45,892,902	5,035,103	50,928,005	7,485,871	19.49%
	FIPR	1,915,697	-	1,915,697	1,900,000	-	1,900,000	(15,698)	-0.82%
	Student Fees	1,651,063	-	1,651,063	1,724,977	-	1,724,977	73,914	4.48%
	Auxiliaries	5,214,384	-	5,214,384	7,819,152	-	7,819,152	2,604,768	49.95%
	Other Unrestricted	250,000	-	250,000	3,364,534	-	3,364,534	3,114,534	1245.81%
	Contracts & Grants	2,779,956	-	2,779,956	2,510,000	-	2,510,000	(269,956)	-9.71%
	Financial Aid	11,000,000	-	11,000,000	11,560,000	-	11,560,000	560,000	5.09%
	PECO/Capital Project	-	-	-	-	-	-	-	-
		28,550,374	5,871,041	67,089,172	74,771,565	5,035,103	79,806,668	13,553,433	20.20%

**Florida Polytechnic University
Finance and Facilities Committee
Board of Trustees
May 23, 2022**

Subject: Florida Polytechnic University Board of Trustees Debt Management Policy

Proposed Committee Action

Recommend to the Board of Trustees the approval of the Florida Polytechnic University Board of Trustees Debt Management Policy.

Background Information

Board of Governors Debt Management Guidelines (for Capital Outlay Projects) ("Guidelines") was revised on March 23, 2021. The Guidelines provide guiding principles for the issuance of debt by the state universities and their DSOs. Each university is required to adopt a debt management policy which is consistent with the BOG's guidelines and is approved by the Board of Governors.

The proposed policy was developed by a workgroup consisting of the Housing Consultants, Brailsford & Dunlavey; outside legal counsel, Ken Artin; financial advisor, Dunlap & Associates; and University staff.

Supporting Documentation:

1. Draft Florida Polytechnic University Board of Trustees Debt Management Policy
2. SUS BOG Debt Management Guidelines (for Capital Outlay Projects)

Prepared by: Dr. Allen Bottorff, Vice President and Chief Financial Officer

Florida Polytechnic University Board of Trustees Debt Management Policy

A. INTRODUCTION (Purpose and Intent)

Mission of the University

Florida Polytechnic University's mission is to serve students and industry through excellence in education, discovery, and application of engineering and applied sciences.

Purpose of the Policy

To fulfill its mission, the University will need to make strategic capital investments in its facilities that could affect the University's credit. Funding sources, including State funds (appropriations and debt), University debt, internal reserves and philanthropy will be utilized by management to achieve the University's strategic objectives. Debt, particularly tax-exempt debt, provides a low cost source of capital to fund investments and is viewed as a long-term component of liabilities.

The purpose of this document is to establish a policy for the University to use to evaluate the appropriate mix of funding sources, the capital funding structure, and the appropriate use of leverage (the "Policy").

B. STATEMENT OF POLICY

It is the policy of Florida Polytechnic University that debt financing conform to the authority granted by Florida and Federal laws and regulations, its Board of Trustees, and the Board of Governors' Debt Management Guidelines for Capital Outlay Projects revised March 23, 2021, and any subsequent revisions, and that the management of debt be conducted in such a manner as to promote the interests of the University.

This Policy will be implemented, reviewed, and monitored by the University Chief Financial Officer ("CFO"), the University Controller ("Controller"), and the designated financial officer of the appropriate DSO or Component Unit.

C. ENTITIES COVERED BY THIS POLICY

The Policy applies to all units within the University, to direct support organizations ("DSO"), to component units ("CU"), and to units for which the University is financially and legally accountable. DSOs are separate not-for-profit corporations organized and operated exclusively to assist the University in achieving its mission. CUs are organizations operated exclusively to assist the University achieve its mission. In accordance with Florida Statutes and Rules and University Regulations and Policies, these organizations receive, hold, invest and administer property and make expenditures to or for the benefit of the University.

All University, DSO, and CU debt financings, to the extent such debt financings are allowed by applicable law, require approval by the DSO and CU Boards, the University Board of Trustees, and the Florida Board of Governors, and such projects shall be managed by the University Chief Financial Officer or designated financial officer of the appropriate DSO and/or CU.

D. FINANCING OBJECTIVES

The financing objectives below, combined with the judgment of the University, and DSO and/or CU as appropriate, provide a framework for decisions regarding the use and management of debt. The objectives are subject to review and change over time.

1. Identify eligible capital projects for debt financing. Restricting debt to projects that are critical to the mission of the University will ensure that debt capacity is optimally utilized. Projects that relate to the strategic objectives of the University and projects which are self-funding with associated revenues will receive priority consideration.
2. Maintain favorable access to capital. Management will manage the timing and overall level of debt to ensure low-cost and timely access to the capital markets.
3. Limit risk within the debt portfolio. Management will balance the goal of achieving the lowest cost of capital with the goal of limiting exposure to interest rate risk and other financing and credit risks.
4. Manage credit to maintain the highest possible credit rating. Maintaining the highest possible credit rating will facilitate the issuance of debt at favorable cost. Outstanding debt will be limited to a level that will maintain acceptable credit ratings from the credit rating agencies. While maintaining or attaining a specific credit rating is not an objective of this Policy, the University Chief Financial Officer and University Controller will monitor the University's credit ratings and assess factors that might affect those ratings.

E. RESPONSIBILITIES

Pursuant to the delegated authority of the University President, the responsibility for implementing the Policy and its procedures lies with the University Chief Financial Officer. The University Chief Financial Officer may delegate debt management duties to other officers.

The Controller will provide direction for managing outstanding University debt and the respective financial officer of the DSO or CU will be responsible for managing the outstanding debt of the relevant organization. Debt management guidance, review, and recommendations will be provided by the University Chief Financial Officer and Controller.

F. DEBT MANAGEMENT STRATEGIES

To achieve its financing objectives above, the University will adopt the following debt management strategies and procedures. These strategies will be reviewed and modified by the University over time.

1. Funding Strategies

- (a) Only capital projects that relate to the mission of the University will be considered for debt financing.
- (b) Projects which are self-funding or can create budgetary savings will receive priority consideration.
- (c) The Chief Financial Officer will prioritize all projects put forward for funding.
- (d) Projects supported by a security pledge that meet debt service obligations and provide for operations will be considered.
- (e) Cash reserves, philanthropy, and other sources of legally available funds are expected to finance a portion of the cost for the University's or, as appropriate, the DSO's and/or CU's investment in facilities.
- (f) Debt is to be used sparingly and strategically.
- (g) The University, in the context of this Policy, will consider alternative financing arrangements when appropriate and advantageous to the University.

2. Debt Capacity Assessment

- (a) This Policy requires the assessment of University debt capacity using key financial ratios. These ratios should be consistent with those used in the capital markets and will constitute benchmarks for debt capacity. The ratios will be evaluated over the past several years and will be compared to appropriate industry medians at specific rating levels.

The following ratios, supplemented from time to time with other measures, will be calculated on a University-wide basis and reported annually and on a pro forma basis when new debt is issued, and will be revised to reflect any changes in the capital markets and accounting standards:

- Actual Debt Service Coverage (x)
Measures the actual margin of protection for annual debt service payments from annual operations.
The Sum of:
operating surplus (deficit)
plus depreciation expense
plus interest expense
Divided by total principal and interest expense.
- Actual Debt Service to Operations (%)
Measures the ability to pay debt service associated with all outstanding debt and the impact on the overall budget.
Actual annual debt service

Divided by total operating expenses.

- Operating Margin (%)

Measures the operating surplus on each dollar of operating revenue.

Operating surplus (deficit)

Divided by total operating revenue.

- Expendable Financial Resources to Direct Debt (x)

Measures coverage of direct debt by financial resources that are ultimately expendable.

The Sum of:

unrestricted net assets

plus restricted expendable net assets

plus foundation unrestricted / temporarily restricted net assets

less foundation net investment in plant

Divided by outstanding direct debt.

- Expendable Financial Resources to Operations (x)

Measures coverage of operating expense by financial resources that are ultimately expendable.

The Sum of:

unrestricted net assets

plus restricted expendable net assets

plus foundation unrestricted / temporarily restricted net assets

less foundation net investment in plant

Divided by total operating expense.

(b) Target ratios or Policy limits may be established as part of this Policy. These targets or limits will vary depending on risk tolerance and strategic objectives.

(c) The above ratios will be in addition to the required ratios defined in each financing document.

3. Debt Instruments

(a) Tax-Exempt Debt. Tax-exempt debt is beneficial and efforts will be made to maximize the amount of tax-exempt debt outstanding under the Policy.

(b) Taxable Debt. The University debt portfolio will be managed to minimize the amount of taxable debt outstanding. Taxable debt will be used to fund projects ineligible for tax-exempt financing.

4. Financing Structures

(a) Funding risk is reduced by maintaining diverse sources for project financing in addition to debt, including gifts and donations, equity contributions and public-private partnerships.

(b) Funding risk is also reduced by maintaining diverse sources of pledged revenues or security for the debt.

- (c) Consideration will be given to the credit quality of the proposed transaction and likely credit ratings, access to public or private capital markets, competitive or negotiated sales, credit enhancement, bond covenants, debt service reserves, whether funded by bond proceeds or cash balances, compliance and reporting requirements.

5. Variable Interest Rate Exposure

- (a) Due to the typically low interest rate cost of variable rate debt relative to fixed rate debt, it may be beneficial for the University to maintain a portion of outstanding debt in a variable rate mode.
- (b) Variable rate debt, however, introduces a number of significant risks: the potential volatility of debt service requirements, a risk that associated credit arrangements that expire prior to the maturity of the underlying debt may be difficult or costly to renew, financing arrangements that may include rating triggers or covenants that could accelerate debt repayment and collateral pledge requirements. Thus, the amount of variable rate debt not swapped to fixed rates will be limited as a portion of the total amount of outstanding University debt. Fixed rate debt will be the primary source of capital infrastructure financing.
- (c) The amount of variable rate debt will vary depending on liquidity constraints, capital market conditions and the level of interest rates.

6. Off-Balance Sheet Financing

- (a) Off-balance sheet financing may be considered by the University when it is desirable to work with a third party for risk sharing and for leasing.
- (b) The effect of such financing will be considered on the cost of capital, credit ratings and debt capacity, making the assumption that the financing is included on the balance sheet.
- (c) Off-balance sheet financing will conform to the Florida Board of Governors' Public-Private Partnership Guidelines, effective as of March 28, 2019, and any subsequent amendments thereto.

G. DEBT MANAGEMENT PRACTICES

1. Debt Administration

- (a) The University Chief Financial Officer, who may delegate duties to other officers, will be responsible for structuring new University transactions, managing project funds and developing repayment schedules from units. The designated financial officer of the appropriate DSO or CU will have similar responsibilities for the DSO or CU.
- (b) The University's outstanding debt will be managed by the Controller. The DSO's and CU's outstanding debt will be managed by the designated financial officer of the DSO and CU.

- (c) The Controller will review debt management practices and new transactions reported by the University, and the DSOs and CUs, at least on a quarterly basis with and will provide guidance and recommendations to the University Chief Financial Officer.
- (d) In circumstances where the University issues debt for capital projects benefiting multiple units, the Controller will pool the debt and allocate funds and financing costs for the various projects to the units on a consistent basis.
- (e) The University Chief Financial Officer will review proposals for new financed projects and rank them according to the foregoing University objectives and strategy.
- (f) The University Chief Financial Officer will review, at least annually, the University's debt capacity, repayment sources and other capital market, budget, and financing considerations.
- (g) The University Board of Trustees and the DSO and CU Boards, if applicable, must approve capital projects before issuing the debt.

2. Structure

- (a) To obtain the lowest possible financing costs, debt should be structured with the strongest possible authorized security.
- (b) Debt maturity structures will not exceed the useful life of the facilities financed.
- (c) Debt service should not exceed the expected revenues used to repay the debt at any time.
- (d) Call features should be structured to provide maximum flexibility relative to cost.

3. Methods of Sale

- (a) Negotiated or competitive debt transactions will be considered on a case-by-case basis.
- (b) Private placements will be considered for debt transactions where the size is too small or the structure is too complicated for public debt issuance.

4. Purchase of Insurance or Other Credit Enhancement

- (a) Insurance and other credit enhancement opportunities will be evaluated and utilized if they are considered cost effective and when they do not require material debt and operating restrictions.

5. Selection of Underwriters and Advisors

- (a) A competitive selection process will be utilized to select senior and co-managing underwriters. This process will serve to select a group of lead underwriters for debt issuance for a specified period. The process will also be utilized to pre-qualify a roster of other firms for participation on the

underwriting team. A competitive or negotiated process will be utilized for any single issue.

- (b) Financial and legal advisors to the University and DSO's and CU's for debt issuance and management requirements will be selected from a request-for-proposal process from time to time to serve for a specified period. Advisors may be selected for any single issue utilizing a competitive or negotiated process.

6. Refunding Targets

- (a) Outstanding debt will be monitored for refunding opportunities.
- (b) As a guideline, refunding debt that produces a 5% or greater net present value will be considered.
- (c) Refunding outstanding debt will also be considered if the University benefits from eliminated restrictive covenants, payment obligations, reserve and/or security requirements or other obligations, or from consolidation into larger, more cost-effective transactions.

7. Communications

- (a) Communication and partnership with the Florida Board of Governor's Office ("Board Office") and the State Division of Bond Finance ("DBF") is crucial in the University managing its debt. As such, communication points between the University, the Board Office, and the DBF shall adhere to those established in the Board of Governors' Debt Management Guidelines for Capital Outlay Projects revised March 23, 2021, and any subsequent revisions.

H. Reporting to the Board of Trustees

The Controller will present an annual report to the Board of Trustees on debt issued and outstanding, the estimated University debt capacity, and the credit ratings. The designated financial officer of the DSO or CU will submit information as requested by the Controller for this annual report.

I. Reporting Subsequent Events and Amendments to the Board of Governors

The Controller will timely notify the Board of Governors and the Division of Bond Finance of any proposed changes in the terms or conditions of debt issued by the University or DSO. No material changes shall be made without specific Board authorization, which may include items such as, but not limited to:

- Extending maturities
- Changes in bond covenants
- Changes in pledged revenues
- Debt acceleration
- Cross default

- Changes to remedies provided to investors
- Variable rate refundings
- Other actions that may reduce debt service coverage or credit ratings
- Termination or modification of swap agreements
- Use of derivatives

J. ARBITRAGE AND INVESTMENT OF BOND PROCEEDS

Compliance with arbitrage requirements on invested tax-exempt bond funds will be maintained. Proceeds that are to be used to finance construction expenditures are excepted from the filing requirements, provided the proceeds are spent in accordance with requirements established by the IRS. Any arbitrage rebate liability should be calculated and funded annually.

K. DISCLOSURE

Primary and continuing disclosure requirements will be met in accordance with Rule 15c2-12 of the Securities and Exchange Commission (SEC), Florida Statutes or Rules, as applicable, and best practices including applicable policies, procedures, and guidelines. Financial reports, statistical data and descriptions of any material events will be submitted as required under outstanding bond indentures.

Adopted by the Florida Polytechnic University Board of Trustees on _____.

Chair's signature: _____



DEBT MANAGEMENT GUIDELINES

(for Capital Outlay Projects)

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I. INTRODUCTION

The Need for and Purpose of Debt Management Guidelines

The state universities of Florida and their direct support organizations (“DSOs”) have funded significant investments in infrastructure, such as buildings, equipment, land, and technology, to meet the needs of a growing student population and to upgrade and maintain existing capital assets. A significant amount of the funding for this investment in infrastructure has been provided through the issuance of debt by the state for the benefit of the state universities and by the state universities’ direct support organizations (“DSOs”).

The purpose of these guidelines is to confirm that the state universities and their DSOs must engage in sound debt management practices and, to that end, the Board of Governors (“Board”) has formalized guiding principles for the issuance of debt by the state universities and their DSOs. Each state university shall adopt a debt management policy which is consistent with these guidelines and which shall be approved by the Board.

The following guidelines set forth guiding principles regarding state university and DSO debt-related decisions related to:

- a) The amount of debt that may prudently be issued.
- b) The purposes for which debt may be issued.
- c) Structural features of debt being issued.
- d) The types of debt permissible.
- e) Compliance with securities laws and disclosure requirements.
- f) Compliance with federal tax laws and arbitrage compliance.

These principles will facilitate the management, control and oversight of debt issuances for the purpose of facilitating ongoing access to the capital markets which is critical to the financing of needed infrastructure.

In furtherance of this objective, the provisions of these guidelines shall be followed in connection with the authorization, issuance and sale of university and DSO debt. However, exceptions to the general principles set forth herein may be appropriate under certain circumstances. Also, additional guidelines and policies may be necessary as new financial products and debt structures evolve over time.

For purposes of these guidelines:

i. “debt” means bonds, loans, promissory notes, lease-purchase agreements, certificates of participation, installment sales, leases, or any other financing mechanism or financial arrangement, whether or not a debt for legal purposes, for financing or refinancing, for or on behalf of a state university or a direct support organization, the acquisition, construction, improvement or purchase of capital outlay projects;

ii. “capital outlay project” means (i) any project to acquire, construct, improve or change the functional use of land, buildings, and other facilities, including furniture and equipment necessary to operate a new or improved building or facility, and (ii) any other acquisition of equipment or software; and

iii. “financing documents” means those documents and other agreements entered into by the state university or the DSO establishing the terms, conditions and requirements of the debt issuance.

iv. “auxiliary enterprise” means any activity defined in section 1011.47(1), Florida Statutes, and performed by a university or a direct-support organization.

II. DEBT AFFORDABILITY AND CAPITAL PLANNING

Concept of Affordability

One of the most important components of an effective debt management policy is an analysis of what level of debt is affordable given a particular set of circumstances and assumptions. More comprehensive than simply an analysis of the amount of debt that may be legally issued or supported by a security pledge, the level of debt should be analyzed in relation to the financial resources available to the university and its DSOs, on a consolidated basis, to meet debt service obligations and provide for operating the university.

An analysis of debt affordability should address the impact of existing and proposed debt levels on an issuer’s operating budget and offer guidelines or ranges to policymakers for their use in allocating limited resources within the guidelines.

Debts That May Be Issued Without Board of Governors' Approval

University boards of trustees may authorize the state universities and their DSOs, as applicable, to engage in the following types of financings without Board approval:

- Universities may finance the acquisition of equipment and software provided such financings are accomplished in accordance with the deferred-purchase provisions in Chapter 287, Florida Statutes.
- DSOs may finance the acquisition of equipment and software financings provided the overall term of the financing, including any extension, renewal or refinancings, hereof, does not exceed five years or the estimated useful life of the equipment or software, whichever is shorter.
- DSOs may issue promissory notes and grant conventional mortgages for the acquisition of real property, excluding student housing or any other facility that will compete with a university's existing auxiliary enterprise. However, no mortgage or note shall exceed 30 years.
- Debt secured solely with gifts and donations and pledges of gifts so long as the maturity of the debt, including extensions, renewals and refundings, does not exceed five years and so long as the facilities being financed have been included in the university's five-year capital improvement plan that has been approved by the Board.
- Refundings for debt service savings where final maturities are not extended, and the original financing was authorized by the Board of Governors, or a predecessor oversight board.
- Fully collateralized lines of credit intended to be used for temporary cash flow needs.
- Energy Performance-Based Contracts, in accordance with the provisions of section 1013.23, Florida Statutes, not to exceed \$10,000,000.
- Universities may borrow up to \$20,000,000 from a university DSO on a non-recourse basis to finance a capital project. The term of the borrowing may not exceed thirty (30) years, and the interest rate, if any, may not exceed current market interest rates. The university retains legal title to any capital project financed in whole or in part by such loan irrespective of whether the loan is repaid. The DSO is prohibited from transferring the note or any other instrument associated with the borrowing to any other entity.

III. GENERAL DEBT ISSUANCE GUIDELINES

Approval Process and Required Information

Timing. The submission of proposed debt for approval by the Board shall be governed by the following process¹:

- a) Following approval by the board of trustees, the university shall transmit to the Board Office a request for debt approval 90 days prior to the next regularly scheduled meeting of the Board. The university shall also provide a copy to the State Division of Bond Finance (“DBF”). The formal transmittal to the Board Office shall be in duplicate, hard copy, and bound in a three-ring binder, and include all the information required by these guidelines. Electronic copies of supporting documentation should be provided to the Board Office and the DBF, to the extent available. **The formal letter of transmission must be signed by the official point of contact for the university, and any exceptions to these Debt Guidelines shall be noted and explained.**
- b) During the review period, the Board Office shall review the information submitted for compliance with these guidelines and state law, analyze general credit issues associated with the proposed indebtedness, and review any analysis provided by DBF staff.
- c) Board and DBF staff shall jointly discuss with the university or DSO any issues, concerns or suggestions resulting from the review during the review period. As a result of these discussions, the university may amend the information submitted or explain why the suggestions were not incorporated. The Board Office will advise the university if it believes that any amended information is so significant that re-authorization by the board of trustees and/or DSO is required. During this period, if the debt being requested for approval is to be issued by DBF on behalf of a state university, DBF shall submit to the Board Office a form of a resolution for adoption requesting that DBF issue the debt.
- d) After the review period, the Board Office shall submit the agenda item with supporting documentation and all appropriate and required analyses to the Board for consideration at its next meeting. Supporting documentation for the agenda item shall also include the resolution to be adopted by the Board requesting issuance of the debt by DBF or a resolution approving issuance of the debt by the DSO.

Required Information. The following information shall be reviewed by the university board of trustees, and the DSO (if applicable) when considering the issuance of debt; and shall subsequently be submitted to the Board Office in support of a request for approval

¹ Although not required, universities are encouraged to consult with the Board Office and the State Division of Bond Finance 30 days prior to formal approval of debt by the university board of trustees or the DSO, particularly for any debt with unusual features.

of the issuance of debt. Additionally, the university or DSO shall complete the “Checklist of Information Required for Submission to the Board Pursuant to Debt Management Guidelines,” and provide any additional information requested by the Board Office or DBF staff in connection with review of any proposed debt issuance.

- a) A resolution of the DSO board of directors approving the debt issuances, if applicable, and a resolution of the university board of trustees approving the debt issuance and authorizing the university to request Board approval of the debt issuance. For debt to be issued by DBF, at the request of the university, DBF staff will work with the university to determine a not-to-exceed amount of debt to be included in the board of trustees requesting resolution to the Board and in preparing required debt service and source-and-use schedules.
- b) The project program, feasibility studies or consultant reports (if available), and an explanation of how the project being proposed is consistent with the mission of the university and an executive project summary, including appropriate references to any related reports.
- c) Estimated project cost, with schedules drawn by month and including start and completion dates, estimated useful life, and the date bond proceeds are required.
- d) The sources-and-uses of funds, clearly depicting all costs, funding sources expected to be used to complete the project and the estimated amount of the debt to be issued.
- e) An estimated debt service schedule with the assumed interest rate on the debt clearly disclosed. If the proposed debt service is not structured on a level debt service basis, an explanation shall be provided which gives the reason why it is desirable to deviate from a level debt structure.
- f) One consolidated debt service schedule separately showing all outstanding debt related to or impacting the debt being proposed, the proposed debt and the new estimated total debt service.
- g) A description of the security supporting the repayment of the proposed debt and the lien position the debt will have on that security. If the lien is junior to any other debt, the senior debt must be described. Furthermore, a description of why the debt is proposed to be issued on a junior lien basis must be provided. A statement citing the legal authority for the source of revenues securing repayment must also be provided.
- h) If debt is to be incurred on a parity basis with outstanding debt, a schedule showing estimated compliance with any additional bonds requirement set forth in the documents governing the outstanding debt. The applicable provisions of the documents for bonds of DSOs should be provided.

- i) Financial statements for five years, if available, for the auxiliary, if auxiliary revenues are pledged.
- j) A five-year history, if available, and five-year projection of the revenues securing payment and debt service coverage. To the extent applicable, the projections must be shown on the individual project as well as the entire system. All revenue items securing repayment must be clearly set forth as separate line items. An explanation must be provided with regard to growth assumptions, and to the amount and status of approval of any rate increases. The effect of the rate increases on the projections and expected revenues and expenses for the new facility should be clearly set forth as a separate line item. If rate increases are necessary, a commitment must be made to increase rates to the needed levels. Major categories of any operating expenses should be set forth as separate line items with an explanation of assumptions regarding increases or decreases.
- k) Evidence that the project is consistent with the university's master plan or a statement that the project is not required to be in the master plan.
- l) For variable rate debt proposals:
 - i) the expected reduction in total borrowing costs based on a comparison of fixed versus variable interest rates;
 - ii) a variable rate debt management plan that addresses liquidity and interest rate risks and provides, at a minimum: a description of budgetary controls, a description of liquidity arrangements, a discussion of why the amount of variable rate debt being proposed is appropriate, and a plan for hedging interest rate exposure. If interest rate risks are to be mitigated by the use of derivatives, then evidence that the counterparty has a long term rating of at least an A/A2 and a swap management plan as set forth in the Board's Debt Management Guidelines must be submitted;
 - iii) a pro forma showing the fiscal feasibility of the project using current market interest rates plus 200 basis points;
 - iv) the total amount of variable rate debt including the proposed debt as a percentage of the total amount of university and DSO debt outstanding; and
 - v) the individual or position that will be responsible for the reporting requirements for variable rate debt as set forth in these guidelines.
- m) If all or any portion of the financing is contemplated to be done on a taxable basis, then evidence demonstrating that the issuance of taxable debt is in the best interest of the university must be submitted.
- n) A statement explaining whether legislative approval is required, and if required, an explanation as to when legislative approval will be sought or evidence that legislative approval has already been obtained.
- o) A statement that the debt issuance is in accordance with the university's debt management policy or, if not, an explanation of the specific variances as well as the reasons supporting the variances.

- p) If a request is made to employ a negotiated method of sale, an analysis must be provided supporting the selection of this method that includes a discussion of the factors set forth in section IV of these Guidelines.
- q) A description of the process used to select each professional engaged in the transaction, showing compliance with the competitive selection process required by these Guidelines. Specific contact information for each selected professional must be included and, at a minimum, should disclose the professional's name, firm name, address, email address, phone number and facsimile number.
- r) The most recent annual variable rate debt report.
- s) An analysis must be prepared and submitted which provides quantitative metrics justifying the need for the construction or acquisition of the project and explains why the project is essential to the university's core mission. There must also be a detailed assessment of private sector alternatives, and a determination of whether the private sector can offer a comparable alternative at a lower cost. This information may be included as part of a project feasibility study or may be a stand-alone report.
- t) An analysis must be prepared which calculates the expected return on investment or internal rate of return for a revenue-generating project or another appropriate quantitative measure for a non-revenue generating project.

Approval. The Board will consider the following factors in connection with its review and approval of university or DSO debt issuance.

- a) The debt is to provide funding for needed infrastructure of the university for purposes consistent with the mission of the university.
- b) The debt is being issued in compliance with the principles and guidelines set forth herein.
- c) The project information submitted is reasonable and supportable.
- d) The five-year projection of pledged revenues available to pay debt service should provide debt service coverage of at least 1.20x for both outstanding parity debt and for the proposed new debt for all years within the five-year projection period after giving credit for any capitalized interest and other revenues available for payment.
- e) Any requirements for the issuance of additional parity debt can be reasonably expected to be met.

Purposes for Which Debt May Be Issued

Debt may be issued only to finance or refinance capital outlay projects as defined in these guidelines, including equipment and software; debt may not be approved to finance or refinance operating expenses of a university or a DSO.

Refunding bonds may be issued to achieve debt service savings. Refunding bonds may also be issued to restructure outstanding debt service or to revise provisions of Financing Documents if it can be demonstrated that the refunding is in the best interest of the university.

Committing University Resources for Debt Issued by Direct Support Organizations

There may be occasions where the university considers committing its financial resources on a long-term basis in support of debt issued by a DSO or other component unit. While the nature of the commitment may not constitute a legal debt obligation of the university, it may affect the university's debt position and its available financial resources. Therefore, the university should evaluate the long-term fiscal impact upon the university's debt position and available resources before authorizing any such financial commitment. Additionally, the debt of any DSO may not be secured by an agreement or contract with the university unless the source of payments under such agreement or contract is limited to revenues that the university is authorized to use for the payment of debt service. Any such contract or agreement shall also be subject to the requirements set forth under "Security Features – Pledged Revenues" herein.

Credit Quality and Ratings

In order to access the credit markets at the lowest possible borrowing cost, it is recognized that credit ratings are critical. The coordinated delivery of information related to the university and its DSOs is an essential component of credit management. Therefore, for all debt:

- a) For existing bond programs, universities and DSOs shall strive to maintain or improve current credit ratings without adversely impacting the amount of debt which may be issued for any particular program.
- b) For all new rated debt, the university or DSO shall seek to structure the transaction to achieve a minimum rating of "A" from at least two nationally recognized rating agencies. Credit enhancement may be used to achieve this goal.
- c) Communications and other activities with rating agencies relating to credit ratings on university and DSO debt and activities relating to disclosure under Rule 15c2-12 of the Securities and Exchange Commission shall be conducted jointly between the university and/or DSO and the Board Office and DBF, under the management and coordination of the Board Office and DBF. The university or DSO must notify the Board Office and DBF in advance of any contact with a rating agency, such that the Board Office and DBF will have an adequate

opportunity to prepare and participate. In addition, the university or DSO must promptly notify the Board Office and DBF when a rating agency requests to schedule surveillance calls, site visits, or other activities, or whenever any request for information is received, such that the Board Office, and DBF will have an adequate opportunity to prepare and participate. The Board Office and DBF must be notified on the same day that a rating agency publishes their final rating action, should the final rating action not be provided directly to the Board Office and DBF. The Board Office and DBF will coordinate with the university and/or DSO on the appropriate level of engagement by the Board Office and DBF for any given call, draft report, site visit, etc., as determined by the Board Office and DBF. The Board Office and DBF must be copied on any communications between the university and/or the DSO and any rating agency. Each university and DSO must provide all information relating to credit ratings or disclosure to the Board Office and DBF and respond timely to requests from the Board Office and DBF for any information necessary to facilitate activities relating to credit ratings or appropriate disclosure.

- d) The Board Office will maintain a comprehensive listing of all university and DSO ratings.

Tax Status

The universities have traditionally issued tax exempt debt which results in significant interest cost savings compared with the interest cost on taxable debt. Accordingly, all university and DSO debt should be issued to take advantage of the exemption from federal income taxes unless the university demonstrates that the issuance of taxable debt is in the university's best interest. With respect to debt which has a management contract with a private entity as part of the security feature, the management contract should comply, to the greatest extent practical, with tax law requirements to obtain tax exemption for the debt.

Security Features

Pledged Revenues. The debt issued by universities and their DSOs may only be secured by revenues (including fund balances and budget surpluses) authorized for such purpose. The revenues which may secure debt include the following:

- a) Activity and Service Fee, subject to the limitation that annual debt service payable from these fees does not exceed five percent of the revenues derived therefrom.
- b) Athletic Fee, subject to the limitation that annual debt service payable from these fees does not exceed five percent of the revenues derived therefrom.
- c) Health Fee.
- d) Transportation Access Fee.

- e) Hospital Revenue.
- f) Licenses and Royalties for facilities that are functionally related to the university operation or DSO reporting such royalties and licensing fees.
- g) Gifts and Donations for debt not longer than five years.
- h) Overhead and indirect costs and other monies not required for the payment of direct costs of grants.
- i) Assets of university foundations and DSOs and earnings thereon.
- j) Auxiliary Enterprise Revenues, e.g., housing, parking, food service, athletic, retail sales, research activities.

Revenues which are not enumerated above may not be pledged to secure debt unless authorized by law for such purpose. In the case of university-issued debt, the pledge of revenues which secures debt should specifically identify the sources pledged and not use general or vague terms such as “lawfully available revenues.” Specifically identifying revenues used to secure debt will provide certainty and transparency as to the revenues that are encumbered and avoid ambiguity or uncertainty as to the issuer’s legal liability and universities and their DSOs should take this into consideration when determining the nature of the security it will provide in connection with a debt issuance. The guidelines for pledging revenues and securing debt shall also apply to debt structures which involve an agreement, contract or lease with a university or its DSOs, i.e., the revenues being pledged to secure debt must be specifically identified and lawfully available for such purpose. It is preferable, whenever possible, to secure debt with system pledges comprised of multiple facilities within a system, e.g., housing and parking, rather than stand-alone project finances.

Functional Relationships. Revenues from one auxiliary enterprise (a “Supporting Auxiliary Enterprise”) may not be used to secure debt of another auxiliary enterprise unless the Board, after review and analysis, determines that the facility being financed (the “Facility”) is functionally related to the Supporting Auxiliary Enterprise’s revenues being used to secure such debt. The Board must determine whether a functional relationship exists whenever revenues from a Supporting Auxiliary Enterprise will be used to pay or secure the debt of a Facility or when proceeds of bonds issued by a Supporting Auxiliary Enterprise will be used, directly or indirectly, to pay costs relating to a Facility. When a functional relationship is established between a Facility and a Supporting Auxiliary Enterprise, only that portion of the Supporting Auxiliary Enterprise’s revenues that exceed its operating requirements and debt service, if any, may be pledged to secure such debt; provided that such pledge may be on parity with outstanding debt if permitted by the covenants and conditions of the outstanding debt.

A functional relationship exists when a nexus is established between the Facility and the Supporting Auxiliary Enterprise’s revenues. Whether a Facility is functionally related to the Supporting Auxiliary Enterprise’s revenues must be determined on a case

by case basis, taking into consideration the unique facts and circumstances surrounding each individual situation.

Examples of functional relationships include, but are not limited to, a parking facility intended to provide parking to residents of a student housing facility and located within reasonably close proximity to a student housing facility; a food services facility intended to serve residents of a student housing facility and located within reasonably close proximity to a student housing facility; or shared infrastructure (e.g. water lines, sewer lines, utilities, plaza areas) located within reasonably close proximity to both the Facility and the Supporting Auxiliary Enterprise. While representations that a Facility will provide general benefits to or enhance the experience of the student body are desirable, this factor alone is not determinative in and of itself to establish a functional relationship between the Facility and the Supporting Auxiliary Enterprise's revenues.

Lien Status. All bonds of a particular program should be secured by a first lien on specified revenues. Additionally, bonds should generally be equally and ratably secured by the revenues pledged to the payment of any outstanding bonds of a particular bond program. However, the creation of a subordinate lien is permissible if a first lien is not available or circumstances require.

Reserve Fund. Debt service reserve requirements may be satisfied by a deposit of bond proceeds, purchase of a reserve fund credit facility, or funding from available resources over a specified period of time. In the submission of a request for debt issuance, it is preferred, though not required, that the bond size for the proposed debt include provisions for funding a reserve from bond proceeds. This will ensure that in the event the university is unable to obtain a reserve fund credit facility it will still have an authorized bond amount sufficient to fund its needs. Debt service reserve requirements may also be satisfied with cash balances.

Credit Enhancement. Credit enhancement is used primarily to achieve interest cost savings. Accordingly, the state universities and their DSOs should consider the cost effectiveness of bond insurance or other credit enhancements when evaluating a debt issuance and the overall cost thereof. Any bond insurance or credit enhancement should be chosen through a competitive selection process analyzing the cost of the insurance or credit enhancement and the expected interest cost savings to result from their use. The primary determinant in selecting insurance or other credit enhancement should be price and expected interest cost savings; however, consideration may also be given to the terms of any arrangement with the provider of insurance or other credit enhancement.

Capitalized Interest. Capitalized interest from bond proceeds is used to pay debt service until a revenue producing project is completed or to manage cash flows for debt service in special circumstances. Because the use of capitalized interest increases the cost of the financing, it should only be used when necessary for the financial feasibility of the project.

Structural Features

Length of Maturity. In addition to any restriction on the final maturity imposed by the constitution or laws of the state, as a general guideline, the final maturity on bonds should not exceed thirty years.

Debt secured by gifts and donations shall not be considered long-term financing, but may be used as a temporary or construction loan to accelerate construction of facilities. Accordingly, the maturity of debt secured by gifts and donations shall not exceed five years, including roll-overs or refinancings except refinancings to implement permanent financing. Debt issued to finance equipment and software may not be longer than five years or the useful life of the asset being financed, whichever is shorter. Lastly, the final maturity of the debt should not exceed the estimated useful life of the assets being financed.

Debt Service Structure. Generally, debt should be structured on a level debt basis, i.e., so that the annual debt service repayments will, as nearly as practicable, be the same in each year. A deviation from these preferences is permissible if it can be demonstrated to be in the university's best interest, such as restructuring debt to avoid a default and not to demonstrate feasibility of a particular project.

Redemption Prior to Maturity. A significant tool in structuring governmental bonds is the ability to make the bonds callable after a certain period of time has elapsed after issuance. This provides the advantage of enabling the issuer to achieve savings through the issuance of refunding bonds in the event interest rates decline. Although the ability to refund bonds for a savings is advantageous, there may be situations where a greater benefit of lower interest rates may be realized by issuing the bonds as non-callable. Accordingly, there is a strong preference that bonds issued by a university or DSO be structured with the least onerous call features as may be practical under then prevailing market conditions. Bonds of a particular issue may be sold as non-callable if it is shown to be in the best interest of the university or DSO.

Debt Issued with a Forward Delivery Date. Debt issued by a university or DSO may be issued with a delivery date significantly later than that which is usual and customary. This debt typically carries an interest rate penalty associated with the delay in delivery. There are also additional risks that delivery will not occur. Debt with a forward delivery date may be issued if the advantages outweigh the interest rate penalty which will be incurred and the university and DSO are protected from adverse consequences of a failure to deliver the debt.

Interest Accrual Features

Fixed Rate, Current Interest Debt. Fixed rate debt will continue to be the primary means of financing infrastructure and other capital needs. However, there may be circumstances where variable rate debt is more appropriate, in which case, the state university or DSO shall provide documentation as noted in these guidelines for such debt.

Derivatives. Alternative financing arrangements, generally referred to as derivatives, are available in the market as an alternative to traditional bonds. Under certain market conditions, the use of alternative financing arrangements may be more cost

effective than the traditional fixed income markets. However, these alternative financing instruments, such as floating to fixed swap agreements, have characteristics and carry risks peculiar to the nature of the instrument which are different from those inherent in the typical fixed rate financing. Although the universities and their DSOs should normally continue issuing conventional fixed rate bonds, alternative financing instruments may be used when the inherent risks and additional costs are identified and proper provision is made to protect the Board, the university, and the DSO from such risks. In determining when to utilize alternative financing arrangements, the availability of the requisite technical expertise to properly execute the transaction and manage the associated risks should be evaluated along with any additional ongoing administrative costs of monitoring the transaction. Also, a comprehensive derivatives policy should be established by the university or their DSOs and approved by the Board prior to approving transactions using derivatives products.

Capital Appreciation Bonds. Normally, capital appreciation bonds, which do not require current debt service payments, should not be used. However, when a compelling university interest is demonstrated, capital appreciation bonds may be issued.

Variable Rate Bonds. Variable rate debt may be issued where, considering the totality of the circumstances, such bonds can reasonably be expected to reduce the total borrowing cost to the university or the DSO over the term of the financing. The availability of the requisite technical expertise to properly manage the risks and execution of the variable rate transaction should be evaluated along with any additional ongoing administrative costs of monitoring the transaction. There should be a solid understanding of the liquidity risk and interest rate risks associated with variable rate debt. Further, there should be a debt management plan that mitigates, to the extent possible, these risks over the life of the debt. The following guidelines should apply to the issuance of variable rate debt:

- a) *Expected reduction in total borrowing cost.* In determining reasonably expected savings, a comparison should be made between a fixed rate financing at then current interest rates and a variable rate transaction, based on an appropriate floating rate index. The cost of the variable rate transaction should take into account all fees associated with the borrowing which would not typically be incurred in connection with fixed rate bonds, such as tender agent, remarketing agent, or liquidity provider fees.
- b) *Limitation on variable rate debt.* The amount of variable rate debt and interest derivative exposure is dependent on several factors associated with these types of debts. Included in the factors associated with these instruments are the university's/DSO's operating flexibility and tightness of budget, access to short and long term capital, the likelihood of a collateral call or termination payment, and the university's/DSO's financial expertise. The level to which universities may utilize variable rate debt obligations ("VRDO") and interest derivatives (like swaps, collars, and caps) is subject to an understanding of the risks associated and a debt policy that adequately addresses the additional risks.

- c) *Budgetary controls.* To avoid a situation in which debt service on variable rate bonds exceeds the annual amount budgeted, the following guidelines should be followed in establishing a variable rate debt service budget:
- i) A principal amortization schedule should be established, with provisions made for payment of amortization installments in each respective annual budget;
 - ii) Provide for payment of interest for each budget year using an assumed budgetary interest rate which allows for fluctuations in interest rates on the bonds without exceeding the amount budgeted. The budgetary interest rate may be established by: (1) using an artificially high interest rate given current market conditions; or (2) setting the rate based on the last 12 months actual rates of an appropriate index plus a 200 basis point cushion or spread to anticipate interest rate fluctuations during the budget year. The spread should be determined by considering the historical volatility of short-term interest rates, the dollar impact on the budget and current economic conditions and forecasts; or, (3) any other reasonable method determined by the university or DSO and approved by the Board;
 - iii) The amount of debt service actually incurred in each budget year should be monitored monthly by the university or DSO to detect any significant deviations from the annual budgeted debt service. Any deviations in interest rates which might lead to a budgetary problem should be addressed immediately; and
 - iv) As part of the effort to monitor actual variable rate debt service in relation to the budgeted amounts and external benchmarks, the university or DSO should establish a system to monitor the performance of any service provider whose role it is to periodically reset the interest rates on the debt, i.e., the remarketing agent or auction agent.
- d) *Establish a hedge with short-term investments.* In determining the appropriate amount of variable rate debt which may be issued by the universities or their DSOs, consideration should be given to mitigating the variable interest rate risk by creating a hedge with short-term investments. This “hedge” mitigates the financial impact of debt service increases due to higher interest rates because, as debt service increases, the university’s or DSO’s earnings on short-term investments also increases. Appropriate personnel should monitor the hedge monthly. Short-term investment as a hedge is one of several methods of mitigating interest rate risk. The ratio of such short-term investments to variable debt needs to be examined in conjunction with other interest rate risk hedging, striking an overall balance to minimize interest rate risk.
- e) *Variable interest rate ceiling.* The bond documents should include an interest rate ceiling of no greater than 12%.
- f) *Mitigating interest rate risks with derivatives.* Universities and DSOs are allowed to use various derivatives to mitigate the risk of rising interest rates on variable rate debt. However, the introduction of these derivatives also presents other risks for which the university must mitigate. These risks include rollover risk,

basis risk, tax event risk, termination risk, counterparty credit risk and collateral posting risk. At a minimum, a university/DSO engaging in this type of interest rate risk mitigation must provide:

- i) Evidence that the counterparty has a long term rating of at least an A/A2; and
- ii) A swap management plan that details the following:
 - a) Why the university is engaging in the swap and what the objectives of the swap are.
 - b) The swap counterparty's rating.
 - c) An understanding by the issuer of the cash flow projections that detail costs and benefits for the swap.
 - d) The plan of action addressing the aforementioned risks associated with swaps.
 - e) The events that trigger an early termination (both voluntary and involuntary) under the swap documents, the cost of this event and how such would be paid.
 - f) The method for rehedging variable rate exposure should early termination be exercised.
 - g) A list of key personnel involved in monitoring the terms of the swap and counterparty credit worthiness.
- g) *Liquidity.* One of the features typical of variable rate debt instruments is the bondholder's right to require the issuer to repurchase the debt at various times and under certain conditions. This, in theory, could force the issuer to repurchase large amounts of its variable rate debt on short notice, requiring access to large amounts of liquid assets. There are generally two methods for addressing this issue. With the first method, issuers that do not have large amounts of liquid assets may establish a liquidity facility with a financial institution which will provide the money needed to satisfy the repurchase. The liquidity provider should have a rating of A1/P1 or higher. The liquidity agreement does not typically run for the life of long-term debt. Accordingly, there is a risk that the provider will not renew the agreement or that it could be renewed only at substantially higher cost. Similar issues may arise if the liquidity provider encounters credit problems or an event occurs which results in early termination of the liquidity arrangement; in either case the issuer must arrange for a replacement liquidity facility. With the second method, issuers with significant resources may choose to provide their own liquidity. This approach eliminates the costs that would be charged by a third party liquidity provider and could mitigate the renewal/replacement risk. If a university/DSO chose to provide its own liquidity, the institution must maintain liquid assets or facilities equal to 100% of the outstanding VRDOs.
- h) *Submission of periodic reports.* By November 30th of each year, the university will prepare and submit to the board of trustees and the Board an annual variable rate debt report showing the position during the previous period of the university or DSO variable rate debt with respect to the following measures:

- i) the total principal amount of variable rate debt to principal amount of total debt;
- ii) the amount of debt service accrued during the reporting period in relation to the pro-rata amount of annual budgeted debt service for the reporting period. If the amount of debt service which accrued during the reporting period exceeded the pro-rata amount of annual budgeted debt service for the period, the university shall explain what actions were taken to assure that there would be sufficient revenues and budget authority to make timely payments of debt service during the subsequent years; and
- iii) the amount of variable rate debt in relation to the amount of the university's and/or DSO's short-term investments, and any other strategies used to hedge interest rate risk.

Other Types of Financings

Refunding Bonds. Generally, refunding bonds are issued to achieve debt service savings by redeeming high interest rate debt with lower interest rate debt. Refunding bonds may also be issued to restructure debt or modify covenants contained in the bond documents. Current tax law limits to one time the issuance of tax-exempt advance refunding bonds to refinance bonds issued after 1986. There is no similar limitation for tax-exempt current refunding bonds. The following guidelines should apply to the issuance of refunding bonds, unless circumstances warrant a deviation therefrom:

- a) Refunding bonds should be structured to achieve level annual debt service savings.
- b) The life of the refunding bonds should not exceed the remaining life of the bonds being refunded.
- c) Advance refunding bonds issued to achieve debt service savings should have a minimum target savings level measured on a present value basis equal to 5% of the par amount of the bonds being advance refunded. The 5% minimum target savings level for advance refundings should be used as a general guide to guard against prematurely using the one advance refunding opportunity for post-1986 bond issues. However, because of the numerous considerations involved in the sale of advance refunding bonds, the 5% target should not prohibit advance refundings when the circumstances justify a deviation from the guideline.
- d) Refunding bonds which do not achieve debt service savings may be issued to restructure debt or provisions of bond documents if such refunding serves a compelling university interest.

Certificates of Participation and Lease-Type Financing. The universities or their DSOs may utilize these financing structures for all purposes, but it shall be considered as debt for the purposes of these guidelines and the universities shall always budget and make available monies necessary to pay debt service, notwithstanding the right to cancel the lease. Additionally, for lease purchase financings of equipment, universities and DSOs should consider using the state's consolidated equipment financing program if it will reduce costs and ensure a market interest rate on the financing.

Conversions of existing variable rate debt. A conversion between interest rate modes pursuant to the provisions of variable rate financing documents does not require Board approval. However, ten days prior to the conversion, the universities or their DSOs must notify the Board Office of a conversion and provide a summary of the terms of (i.e. interest rate, debt service schedule, etc.) and reasons for the conversion. The universities and DSOs should answer all questions and provide any additional information that Board staff deem necessary to fully understand the conversion.

IV. METHOD OF SALE AND USE OF PROFESSIONALS

Analysis of Method of Sale

It is in the best interests of the universities and their DSOs to use the method of sale for their debt that is expected to achieve the best sale results. Based upon the facts and circumstances with regard to each individual financing, it may be more appropriate to sell debt through either a competitive sale or through negotiation. Accordingly, the universities and their DSOs may utilize either a competitive or negotiated sale. If, however, a request is made for a DSO to sell debt using a negotiated sale, the university must provide the Board with an analysis showing that a negotiated sale is desirable. The analysis should include, but not necessarily be limited to, a consideration of the following factors:

- a) Debt Structure
 - i) pledged revenues – strong revenue stream vs. limited revenue base;
 - ii) security structure – conventional resolution, cash flow, rate and coverage covenants vs. unusual or weak covenants;
 - iii) debt instrument – traditional serial and term bonds vs. innovative, complex issues requiring special marketing; and
 - iv) size – a smaller transaction of a size which can be comfortably managed by the market vs. a large size which the market cannot readily handle.
- b) Credit Quality
 - i) ratings – “A” or better vs. below single “A”; and
 - ii) outlook – stable vs. uncertain.
- c) Issuer
 - i) type of organization – well-known, general purpose vs. special purpose, independent authority;
 - ii) frequency of issuance – regular borrower vs. new or infrequent borrower; and
 - iii) market awareness – active secondary market vs. little or no institutional awareness.
- d) Market
 - i) interest rates – stable; predictable vs. volatile;
 - ii) supply and demand – strong investor demand, good liquidity vs. oversold, heavy supply; and
 - iii) changes in law – none vs. recent or anticipated

Bonds may also be sold through a private or limited placement, but only if it is determined that a public offering through either a competitive or negotiated sale is not in the best interests of the university or DSO.

Allocation of Bonds

In the event a negotiated sale by a DSO is determined by the university to be in the university's best interest, syndicate rules shall be established which foster competition among the syndicate members and ensure that all members of the syndicate have an opportunity to receive a fair and proper allocation of bonds based upon their ability to sell the bonds.

Report on Sale of Bonds

The university or DSO shall prepare a report on the sale of bonds or anytime it incurs debt. The report shall be prepared and provided to the Board as soon as practicable but in no event later than one month after closing the transaction, in the format and manner provided by the Board, which at a minimum shall include the following:

- a) The amount of the debt.
- b) The interest rate on the debt.
- c) A final debt service schedule or estimated debt service schedule if a variable rate debt or the interest rate is subject to adjustment.
- d) Any aspect of the transaction that was different from the transaction submitted for approval.
- e) Itemized list of all fees and expenses incurred on the transaction, including legal fees.
- f) For negotiated sale of bonds:
 - i) the underwriters' spread detailing the management fee;
 - ii) takedown by maturity and aggregate takedown;
 - iii) any risk component and an itemized list of the expense component;
 - iv) orders placed by each underwriter and final bond allocation;
 - iv) total compensation received by each underwriter; and
 - vi) any report or opinion of the financial advisor.
- g) Final official statement for publicly offered bonds.
- h) Bond insurance or any other form of credit enhancement and the terms thereof.
- i) Credit rating reports.

For any project financing approved by the Board on or after November 7, 2012, the university or DSO shall prepare an annual report to the Board and the Division of Bond Finance which updates information provided for the initial approval of the project. The report shall include information relating to the return on investment or internal rate of return for a revenue-generating project or another appropriate quantitative measure for a non-revenue generating project, and any other information as may be required. The format and specific timeframe for reporting shall be as specified by the Chancellor. However, the initial annual report shall be filed no later than November 30 after the project has been placed in service for one full fiscal year.

Selection of Financing Professionals

The use of underwriters for negotiated financings and the use of financial advisors for negotiated and competitive offerings is necessary to assist in the proper structuring and sale of debt. To assure fairness and objectivity in the selection of professionals and to help select the most qualified professional, the selection of underwriters and financial advisors should be accomplished through a competitive selection process. A competitive selection process allows the universities and their DSOs to compare more professionals and obtain the best price and level of service.

V. DISCLOSURE

Primary Disclosure

Universities and DSOs shall use best practices in preparing disclosure documents in connection with the public offer and sale of debt so that accurate and complete financial and operating information needed by the markets to assess the credit quality and risks of each particular debt issue is provided.

The disclosure recommendations of the Government Finance Officers Association's "Disclosure for State and Local Governments Securities," and the National Federation of Municipal Analysts' "Recommended Best Practices in Disclosure for Private Colleges and Universities" should be followed to the extent practicable, specifically including the recommendation that financial statements be prepared and presented according to generally accepted accounting principles.

Continuing Disclosure

DSOs shall fulfill all continuing disclosure requirements set forth in the transaction documents and as required under Rule 15c2-12 of the Securities and Exchange Commission.

VI. POST-ISSUANCE CONSIDERATIONS

Investment of Proceeds of Debt Issued by DSOs

Construction Funds. Funds held for payment of debt service and all other funds held as required by the documents of any financing shall be invested consistent with the terms of the Financing Documents.

Arbitrage Compliance

The university will comply with federal arbitrage regulations. Any arbitrage rebate liabilities should be calculated and funded annually.

Subsequent Events and Amendments

The DBF and Board Office shall be timely notified of any proposed changes in the terms or conditions of debt issued by a university or DSO. No material changes shall be made without specific Board authorization, which may include items such as, but not limited to:

- Extending maturities
- Changes in bond covenants
- Changes in pledged revenues
- Debt acceleration
- Cross default
- Changes to remedies provided to investors
- Variable rate refundings
- Other actions that may reduce debt service coverage or credit ratings
- Termination or modification of swap agreements
- Use of derivatives

VII. EFFECT

The foregoing guidelines shall be effective immediately and may be modified from time to time by the Board as circumstances warrant. The Board has the authority to approve deviations from these Guidelines after considering the facts and circumstances of each case, but any such exception shall comply with state law requirements and shall not establish a precedent applicable to these guidelines or any other financing transaction. The guidelines are intended to apply to all university and DSO debt, and not to adversely affect any university or DSO debt currently outstanding or projects approved by the Board or board of trustees prior to, or existing, as of January 26, 2006.

Authority: Section 7(d), Art. IX, Fla. Const., History: New 4-27-06, Amended 9-16-10, Amended 11-21-13, Amended 9-22-16, Amended 3-23-21.

**Florida Polytechnic University
Finance & Facilities Committee
Board of Trustees
May 23, 2022**

Subject: Compass Group USA, Inc. (Chartwells) Food Services Contract Amendment No. 5

Proposed Committee Action

Recommend the approval of Amendment Number Five to Food Services Agreement with Compass Group, USA, Inc. (Chartwells) to the Board of Trustees.

Background

The Food Services Agreement with Chartwells was effective June 1, 2017. The parties have amended the Agreement several times. This latest amendment is necessary to address the significant increases in labor and food costs by providing relief for the 2021-22 contract year and adjusting the meal plan prices for 2022-23 and to memorialize additional changes in operations.

Pursuant to the Agreement:

*Rates for meal plans (including the block plans), door entry charges and conference meal charges will increase in each subsequent year by 3%. **However, in the event of extenuating circumstances beyond the control of either Party under which the 3% increase does not adequately compensate for increasing costs (including costs for utilities or repairs and maintenance) or impact on financial results, the Parties shall negotiate in good faith to agree upon an increase of more than 3% and/or change in operating requirements to offset such factors.** Documentation may be requested to demonstrate such factors. Price adjustments will be permitted, if warranted, effective only at the beginning of each academic year. [Emphasis added.]*

Staff met with Chartwells and reviewed the documentation showing significant increased costs related to labor and food for 2021-22 and the continued anticipated costs for 2022-23. The University agreed to provide relief in the amount of \$106,000 for 2021-22 actual increased costs, and to allow Chartwells to increase the meal plan rates by 6% for the 2022-23 academic year (the normal 3% increase plus an additional 3% increase), contingent upon the Board of Trustees' approval.

Other material changes were made to:

1. Reflect the new concept "Fire and Ash" that replaced the "Tu Taco" concept beginning Fall semester 2021.
2. Reinstate the breakfast services in the dining hall and the 19 Meals per week plan.
3. Delete the 5 Meals per week plan and replace it with the 7 Meals per week plan.

Supporting Documentation: Chartwells Agreement Amendment Number Five

Prepared by: Dr. Allen Bottorff, Vice President and Chief Financial Officer

**AMENDMENT NUMBER FIVE
TO FOOD SERVICES AGREEMENT**

This Amendment Number Five to Food Services Agreement (“Amendment No. 5”) effective July 1, 2021, is between the Florida Polytechnic University Board of Trustees (“University” or “FPU”), a public body corporate, and Compass Group, USA, Inc., by and through its Chartwells division (“Chartwells”) (collectively, FPU and Chartwells are the “Parties”).

WHEREAS, The University and Chartwells are parties to a Food Services Agreement effective June 1, 2017 (Food Services Agreement), as previously modified by Amendment Number One, effective October 1, 2017 (Amendment #1), by Amendment Number Two, effective July 1, 2019 (“Amendment #2), by Amendment Number Three, effective April 1, 2020, and by Amendment Number Four, effective January 28, 2021 (Amendment #4) (collectively referred to as the “Agreement”); and,

WHEREAS, Florida Poly and Chartwells desire to further amend the Agreement;

NOW THEREFORE, in consideration of the promises contained herein, the Parties agree to amend the Agreement as follows:

1. **Definitions.** All capitalized terms not otherwise defined herein shall have the meaning ascribed to them in the Agreement.
2. **Amendment of Section 5, Subsection 3.1.2(A).** Section 5, Subsection 3.1.2(A) (Dining Operations Location Details) is hereby revised to read as follows:

“(A) **Wellness Center Phase I Retail** consists of the following dining facilities:

- 1) *Einstein Brothers Bagels*
- 2) *Fire and Ash*
- 3) *Grab ‘n Go*”

3. **Amendment of Section 5, Subsection 3.1.2(D).** Section 5, Subsection 3.1.2(D) is hereby revised to read as follows:

“The Parties agree that the operations of the TuTaco facility be replaced by Fire and Ash beginning Fall 2021.”

4. **Amendment of Section 5, Subsection 3.2.** Effective as of July 1, 2021, Section 5, Subsection 3.2 of the Agreement shall be deleted in its entirety and replaced with the following:

3.2 MEAL PLANS

- 1) *Chartwells will manage the campus meal plan program, including marketing mealplans. The goal of all meal plan sales to students at the University should be focused on satisfaction and retention. Meal plan options should be developed with a 90% anticipated usage rate in mind. Residents of the University resident halls are required to have meal plans, unless waived in accordance with University policy (see current policy FPU-3.0101P Meal Plan Contract on Campus Resident Requirement and Cancellation which may be amended by the University's Board of Trustees from time-to-time, attached as Addendum E).*
- 2) *Chartwells will provide meal plan options that are attractive and flexible in order to maximize both actual and perceived values to prospective meal plan participants. The meal plan program and policies shall offer multiple, affordable plan configurations for resident students and non-resident students. Meal plan equivalencies should be considered as part of each meal plan. Declining balance funds should be offered as part of each meal plan and should be easily used at each campus dining facility. The design of meal plans will encourage continued participation of students as they move from their freshman experience through their senior year, with retention of participants as a primary focus. It is also expected that the design of meal plans will encourage full utilization of the plan, with little or no unused portion remaining at the termination of the plan.*
- 3) *Summer camps, conference groups, or other special programs contract with the University to utilize campus dining facilities. Chartwells will offer the best prices, quality, and services to such Customers.*
- 4) *The number of Board plan feeding days per month and for the total academic year will be decided upon prior to the beginning of the academic year. If the total number of Board days for the academic year is less than 228, Chartwells will be allowed to increase the daily rates to cover its fixed operating costs. Chartwells will bill the University for 228 feeding days even if service is interrupted by events such as evacuation due to severe weather conditions. University shall pay Chartwells the following daily reimbursements for each 7, 10 or 14 meal plan participant, and in the case of the 125 or 50 Block plans, the University will pay the meal rate for each meal.
Effective Fall semester 2021, if a student resides in the residence hall, the meal plan offering 7 Meals per week is only available to the student if they are 21 years of age or older, OR is a graduate student, OR is renewing their lease for their second academic year; nonresident students and employees may also purchase the 7 Meal plan.*

Academic Year: 2022-23

Cost of Meal Plan (this is not the cost to be charged to the meal plan purchasers)

<i>Plan</i>	<i>Rate beginning Fall Semester 2021-22</i>	<i>Rate beginning Fall Semester 2022-23 with 3% +3% increase</i>
<i>7 meals per week + \$120 DB</i>	<i>1318</i>	<i>1397</i>
<i>10 meals per week + \$400 DB</i>	<i>1883</i>	<i>1996</i>
<i>14 meals per week + \$225 DB</i>	<i>2109</i>	<i>2236</i>
<i>14 meals per week + \$400 DB</i>	<i>2284</i>	<i>2421</i>
<i>19 meals per week + \$400 DB</i>		<i>2924</i>
<i>Commuter</i>		
<i>7 meals per week + \$120 DB</i>	<i>1318</i>	<i>1397</i>
<i>10 meals per week + \$400 DB</i>	<i>1883</i>	<i>1996</i>
<i>14 meals per week + \$225 DB</i>	<i>2109</i>	<i>2236</i>
<i>14 meals per week + \$400 DB</i>	<i>2284</i>	<i>2421</i>
<i>19 meals per week + \$400 DB</i>		<i>2924</i>
<i>25 meals per semester + 100 DB</i>	<i>376</i>	<i>399</i>
<i>50 meals per semester + 100 DB</i>	<i>616</i>	<i>653</i>
<i>125 meals per semester + 250 DB</i>	<i>1480</i>	<i>1569</i>
<i>450 Phoenix Funds Only</i>	<i>422</i>	<i>447</i>
<i>650 Phoenix Funds Only</i>	<i>628</i>	<i>667</i>

**The additional 3% increase in the cost of the meal plans for 2022-23 (above the normal 3% increase permitted) is a result of good-faith negotiations between the parties to address the extenuating circumstances related to the recent significant increase in food and labor costs that Chartwells has experienced, per the Agreement. This 3% is only for 2022-23 and is intended as a maximum placeholder to reflect anticipated increases in labor and food costs as a result of supply chain and market conditions at this time. Continuation, reduction, or removal of this additional 3% will be reviewed and negotiated in good-faith prior to the next academic year.*

5) *Chartwells shall charge customers the following (non-meal plan) door entry rates*

(which are subject to commissions as provided herein):

Academic Year: 2022-23

<i>Meal</i>	<i>2021-2022</i>	<i>2022-2023</i>
<i>Breakfast</i>	<i>\$7.06</i>	<i>\$7.48</i>
<i>Lunch</i>	<i>\$11.18</i>	<i>\$11.86</i>
<i>Dinner</i>	<i>\$11.18</i>	<i>\$11.86</i>
<i>Child</i>	<i>\$5.67</i>	<i>\$6.01</i>

- 5) *Customers holding conferences at the Premises will be offered the option of purchasing conference meals at the following charges (which are subject to commissions as provided herein):*

Academic Year: 2022-23

<i>Meal</i>	<i>2021-2022</i>	<i>2022-2023</i>
<i>Per day (overnight) (which includes breakfast*, lunch and dinner)</i>	<i>\$23.23</i>	<i>\$24.62</i>
<i>Breakfast*</i>	<i>\$6.85</i>	<i>\$7.26</i>
<i>Lunch</i>	<i>\$10.55</i>	<i>\$11.18</i>
<i>Dinner</i>	<i>\$10.55</i>	<i>\$11.18</i>

- 7) *Rates for meal plans (including the block plans), door entry charges and conference meal charges will increase in each subsequent year by 3%. However, in the event of extenuating circumstances beyond the control of either Party under which the 3% increase does not adequately compensate for increasing costs (including costs for utilities or repairs and maintenance) or impact on financial results, the Parties shall negotiate in good faith to agree upon an increase of more than 3% and/or change in operating requirements to offset such factors. Documentation may be requested to demonstrate such factors. Price adjustments will be permitted, if warranted, effective only at the beginning of each academic year.*
- 8) *Any meal plan declining balance dollars left over at the end of a semester will be handled as follows:*
- (a) *For students, effective Fall semester 2020 through the end of the term, any unused declining balance on the participant's account will roll over from the Fall semester to the Spring semester as a balance if the student does not withdraw or graduate. In addition, any unused declining balance at the end of the academic*

year will roll over for one additional semester only. Thereafter, any unused declining balance for such students will be forfeited and credited to Chartwells account. For students who withdraw from all courses (either voluntarily or involuntarily) or who graduate at the end of a semester, the unused declining balance on the participant's account will be forfeited at the end of the semester and credited to Chartwells; and

(b) For FPU faculty and staff, any unused declining balance on the participant's account will roll over from Fall semester to the Spring semester. In addition, any unused declining balance at the end of the academic year will roll over to the Fall semester of the following academic year. For any faculty or staff member who leaves FPU employment, the unused declining balance on the participants account will be forfeited and credited to Chartwells at the time of the end of the meal plan term.

9) *The Parties hereby agree to the following additional changes to future meal plans:*

(a) Effective the Fall semester 2022, the '19 Meals per week + \$400 DB' meal plan that was discontinued in Spring 2020 is reinstated and is available to students or faculty for purchase;

(b) The 5 Meals per week plan for upperclassmen is deleted as of Fall semester 2021 and replaced with the 7 Meals per week plan.

(c) Effective Fall semester 2021, breakfast services in the dining hall were reinstated.

5. **HEERF Relief**. The University is prepared to use a portion of the allotted Higher Education Emergency Relief Funds (HEERF) provided to it by the federal government to provide assistance to Chartwells in the amount of \$106,000 (as \$63,525 in realized labor expense increases and \$42,475 in realized product cost increases related to the 2021-22 academic year). The \$106,000 will be paid to Chartwells within 30 days of the date this Amendment Number Five is executed. The University's opinion is that these HEERF funds are able to be used to offset these specific types of expense increases as a result of the underlying cause was directly related to the pandemic; however, the use of these funds to cover these increased expenses are subject to federal audit and repayment if, at the end of the audit process, it is determined that this is not an allowable use of the HEERF funds. Should the funds have to be repaid, Chartwells will pay the funds back to the University within 90 days of the close of the audit and notification by the University.

Chartwells: COMPASS GROUP, USA, INC.
by and through its CHARTWELLS Division

University: THE FLORIDA POLYTECHNIC
UNIVERSITY BOARD OF TRUSTEES

Sign:

Sign:

Print:

Print: Dr. Randy K. Avent

Title:

Title: University President

Date:

Date:

Approved as to form and legality

By: _____
Florida Polytechnic University Attorney

Date: _____

**Florida Polytechnic University
Finance and Facilities Committee
Board of Trustees
May 23, 2022**

Subject: Legislative Affairs Update

Proposed Committee Action

Information only – no action required.

Background Information

This item is to provide the Board of Trustees an overview of the 2022 Legislative Session. Lauren Mariano, Legislative Affairs Officer, will discuss the following topics:

1. A summary of Florida Poly's 2022 Legislative Session activity
2. Florida Poly's budget passed by the legislature for FY 22-23 (waiting for the Governor's signature)
3. A summary of legislation that passed and what the impacts will be to Florida Poly
 - **SB 2524** – Education
 - **SB 7044** – Postsecondary Education
 - **HB 7** – Individual Freedom (see supporting documentation)
 - **Public Record Exemptions**
 - SB 520 – Presidential Searches
 - SB 7004 – Technology Systems
 - SB 7006 – Campus Emergency Response
 - **HB 3** – Law Enforcement Officers
 - **HB 45** – Educational Opportunities for Disabled Veterans
 - **HB 514** - Substitution of Work Experience
4. What we are doing to prepare Florida Poly for the 2023 legislative session

Supporting Documentation: HB 7 - Individual Freedom Addendum

Prepared by: Maggie Mariucci, AVP University Relations and Lauren Mariano, Legislative Affairs Officer

HB 7 – Individual Freedom Addendum

HB 7 Summary

Provides that subjecting individuals to specified concepts under certain circumstances constitutes discrimination based on race, color, sex, or national origin; revising requirements for required instruction on the history of African Americans; requiring the department to prepare and offer certain standards and curriculum; authorizing the department to seek input from a specified organization for certain purposes; prohibits instructional materials reviewers from recommending instructional materials that contain any matter that contradicts certain principles; requires DOE to review school district professional development systems for compliance with certain provisions of law.

HB 7 Delineated Concepts

Civil Rights in Employment and K-20 Education

The bill specifies that subjecting any individual, as a condition of employment, membership, certification, licensing, credentialing, or passing an examination, to training, instruction, or any other required activity; or subjecting any K-20 public education student or employee to training or instruction, that espouses, promotes, advances, inculcates, or compels such individual to believe the following concepts constitutes an unlawful employment practice or unlawful discrimination:

- Members of one race, color, national origin, or sex are morally superior to members of another race, color, national origin, or sex.
- A person, by virtue of his or her race, color, national origin, or sex is inherently racist, sexist, or oppressive, whether consciously or unconsciously.
- A person's moral character or status as either privileged or oppressed is necessarily determined by his or her race, color, national origin, or sex.
- Members of one race, color, national origin, or sex cannot and should not attempt to treat others without respect to race, color, national origin, or sex.
- A person, by virtue of his or her race, color, national origin, or sex bears responsibility for, or should be discriminated against or receive adverse treatment because of, actions committed in the past by other members of the same race, color, national origin, or sex.
- A person, by virtue of his or her race, color, national origin, or sex should be discriminated against or receive adverse treatment to achieve diversity, equity, or inclusion.
- A person, by virtue of his or her race, color, sex, or national origin, bears personal responsibility for and must feel guilt, anguish, or other forms of psychological distress because of actions, in which the person played no part, committed in the past by other members of the same race, color, national origin, or sex.
- Such virtues as merit, excellence, hard work, fairness, neutrality, objectivity, and racial colorblindness are racist or sexist, or were created by members of a particular race, color, national origin, or sex to oppress members of another race, color, national origin, or sex.

Training or instruction may include a discussion of such concepts if they are presented in an objective manner without endorsement.

**Florida Polytechnic University
Academic and Student Affairs Committee
Board of Trustees
May 23, 2022**

Subject: Legislative Budget Request (LBR) FY24

Proposed Committee Action

Recommend approval to the Board of Trustees of the 2024 Legislative Budget Request for \$3.6 million in recurring funds to support continued university growth of the student body, academic programs, faculty, and student services. The LBR also includes a request for initial year funding of \$13,836 in FY24 as part of an overall \$33,626,242 construction request for a Student Achievement Center. The motions for these actions will be listed separately. In the case of the Legislative Budget Request, we will need to modify the attached document to support the format provided by the Board of Governors which has yet to be released.

Background Information

The Legislative Budget Request is for recurring funds targeted toward growing the student body, faculty, academic program mix, and stronger depth in academic support services. This request will provide resources to the University that support overall degree production growth which supports economic development to the state.

The PECO request is for the construction of a Student Achievement Center which is the next critical building in the University's Capital Improvement Plan and is survey approved by the Board of Governors.

Supporting Documentation: Legislative Budget Request (LBR) FY24

Prepared by: Dr. Terry Parker, Provost & Executive Vice President of Academic Affairs, and Maggie Mariucci, AVP, University Relations

2024 FL Poly Legislative Budget Request

PURPOSE:

Plan, Goals, Initiatives, and alignment to the strategic plan

Florida Polytechnic University is requesting \$3.6 million in recurring funding to enhance our ongoing efforts to establish our University as an Engineering School of Distinction that focuses on Florida's workforce.

Florida Poly continues to serve the State by filling critical workforce needs in the target career areas of engineering and applied sciences, and by promoting economic development. According to the Florida Chamber's "Florida 2030 Blueprint," information technology (IT) and math and engineering are two of four major career areas identified as "undersupplied and in demand." These fields are experiencing considerable and ongoing shortages of qualified technical employees and in-demand competencies. Continued growth is expected, accompanied by high wage rates and career growth opportunities that support workforce transitions and training for positive career trajectory.

With the continued support of the State of Florida, we will strategically grow our student body to produce significantly more graduates in our existing and new degree programs, each of which is aligned to the state's growing technology sectors. Our primary goal is to produce highly capable, workforce-ready professional graduates.

Florida Poly provides an affordable, exceptional education to high-ability students who graduate ready to thrive in the specialized STEM fields vital to Florida's economic future. According to data from the Florida Department of Economic Opportunity, engineering occupations in the state are expected to grow by up to 22% by 2029, while occupations in computer science and mathematics are expected to climb by up to 39%. Strong investments in core STEM education initiatives such as engineering, mathematics, and physical sciences are necessary to fill these workforce gaps and continue to grow the state's high-wage, high-tech economy. This is evidenced by the Florida Council of 100's "Project Sunrise," which states that the current talent shortage is due to an underdeveloped pipeline of workers with STEM skills. Although many universities in the SUS have STEM programs, Florida Poly is the only one dedicated entirely to the high-demand, high-paying engineering and applied science fields.

Our institutional commitment to student success and our end goal of producing in-demand graduates ready to excel in high-tech, high-wage careers will continue to drive economic development for Florida. To continue our strong growth trajectory in enrollment and graduates produced, we must grow our student body, add new degree programs, enhance existing academic degrees, continue to grow a high-quality faculty body that supports new and existing degrees, and increase services that support student success, including a student leadership program and formal support for microcredentials for students.

GROWING THE STUDENT BODY

1. Grow the student body by 15% in the coming two years.
 - a. Increase admissions operation events and programs.
 - b. Grow the admissions and enrollment team.
 - c. Increase functionality and efficiency in the student information system to effectively handle student flows and move students through a highly structured 120-credit engineering degree.

As demand for our degrees has increased, and as we have continued to establish the Florida Poly "brand," incoming student quality has remained high, with increases in student quality measures such as SAT, ACT, GPA, percent of students who are calculus-ready, and the percent of students in the top 10% of their high school graduating class. Many of the brightest engineering and applied science students are attracted to small engineering schools like Florida Poly, where it is well documented that a high-touch, academically rigorous setting that caters to engineering, computer science, and applied

science is more appealing. Recruiting a high-quality and growing student body requires an ongoing investment in student “pipeline” programs, support of campus visits, and outreach to prospective students across the state.

In addition, as our student body grows and our degrees and credentials to support students diversify, the student information system must be user friendly, efficient, and capable of supporting complexity. A portion of the requested funds would be used to help fund a new student information system that integrates with the finance and human resource system and also supports a greater degree of complexity, such as double majors and microcredentials.

Metrics for this effort will include student FTE, number of graduates, and quality of incoming students. Our goal is to grow to over 2,250 students and nearly 400 annual graduates, while retaining or improving our current student quality by 2025.

ACADEMIC PROGRAM ENHANCEMENTS

1. Expand degree offerings with a minimum of two new BS degrees.
2. Build teaching laboratories and critical lab infrastructure for new and existing programs.
3. Funding for improvements in freshman-year courses.

Growing the student body requires expanding our degree offerings within engineering. As Florida’s only polytechnic university, we must offer the “major” engineering programs. Currently, we offer two of the three typical “major” engineering programs which are mechanical and electrical engineering. Civil engineering is the third “major” engineering program. We must add this program to help our university grow in order to develop Florida Poly into the polytechnic that is envisioned by the State. The Florida Department of Economic Opportunity lists fields with the largest predicted workforce gaps, highest salaries, and least amount of overlap at existing SUS universities. Two degrees that significantly support these gaps are civil engineering and industrial engineering, and we will dedicate a portion of the requested funds to support faculty recruitment and laboratory development for these programs.

Civil engineering and industrial engineering are natural partners for our current strong mechanical engineering degree program. These three degrees share common curriculum at the foundation level. This common foundational curriculum gives students greater flexibility in choosing their major. In addition, environmental engineering shares many common elements with civil engineering; similarly, industrial engineering shares these common core courses. We also have an active degree concentration in operations research, which also supports the development of an industrial engineering program. Finally, the industrial engineering degree will support logistics job demand, with Lakeland and Polk County being the headquarters for many logistic-focused companies.

At the faculty level, the four degrees: mechanical, environmental, civil, and industrial engineering have enough common areas to provide operational efficiency to the programs by sharing faculty and courses. This creates efficiencies that support the lower division in the two new degrees as we hire and onboard new faculty to support civil and industrial engineering.

Continuing to expand our degree offerings is critical to the success of Florida Poly and our ability to attract and retain Florida’s brightest students. However, it is also important that we remain committed to excellence within our current degree programs. This requested funding will provide us with the ability to add critical infrastructure including expanded laboratory equipment and access for existing degrees and areas of specialization such as cybersecurity, environmental engineering, and data science.

Finally, we will provide funds to continue improving our freshman courses, with two of these high-volume courses set up to include team-based, hands-on experiences, including an on-site hack-a-thon which is embedded as a final project for all first year Florida Poly students. These freshman projects are carefully designed by faculty experts to produce student engagement, guide teamwork, and require demonstration of the material that has been delivered in the course.

GROWING THE FACULTY

1. Hire world-class faculty in rapidly growing fields through competitive salary and benefits packages.
 - a. Hire a total of six new faculty lines to support the new degrees.
 - b. Add two new faculty members for both cybersecurity engineering and environmental engineering.

Continuing to grow our faculty body will strengthen our existing degree offerings, promote excellence in our graduate program, and strengthen the student experience. With our new Applied Research Center and a growing student body, having more faculty will also strengthen our focus on applied research and help build strong industry connections. To do this while simultaneously expanding our programs, we need to attract world-class faculty by investing in start-up packages and recurring salary funds.

Metrics for this effort include the number of faculty hired in existing, new, and leadership positions and the amount of external research funding brought to the university by the newly hired faculty

STUDENT SERVICES

1. Enhance student services around retention and four-year graduation rates.
2. Add student affairs staff.
3. Grow on-campus programming.
4. Grow career services with increased industry outreach and capstone opportunities.
5. Strengthen leadership programs.
6. Increase opportunities for certifications and credentials.

While engineering graduates are highly sought after by industry, those same fields historically suffer from the lowest retention and four-year graduation rates among all degrees. To improve these rates, we implemented several best practices that built a positive student culture through a strong focus on foundational courses in a common freshman year and a stronger tie between mathematics (i.e., calculus) and engineering systems. We also have implemented a peer-learning system that is showing initial success, and funds would be used to further expand this program.

We will continue to focus on building a student culture that is invested in its success and that transitions to academic excellence and self-sufficiency early in the undergraduate program. This effort will need an ongoing investment in the people that make those programs work. Critical pieces of student services include expanding our leadership initiatives, and aligning new resources to grow career development services focused on industry engagement and committed to ensuring our students find career opportunities in high-paying jobs.

We will also strengthen our current degree programs by increasing student involvement through activities such as competition teams (multidisciplinary experiences designed to build technical knowledge and professional skills outside the classroom) and projects that tie directly to curriculum and are guided by faculty.

Finally, we will add pathways to certifications and credentials, which are valuable to providing qualified interns and graduates who hit the ground running. These include SolidWorks certifications, cybersecurity certifications, and the Fundamentals of Engineering exam.

PROJECT BUDGET – \$3.6 MILLION

Growing the Student Body: \$ 1 million
Academic Program Enhancements: \$700,000
Growing the Faculty: \$1.5 million
Student Services: \$400,000

STRATEGIC PLAN ALIGNMENT:

These expenditures support the following Florida Poly strategic plan goals.

- Goal 1:** Enroll a high-quality and diverse incoming class.
- Goal 2:** Grow a faculty body committed to excellence.
- Goal 4:** Grow the number of academic programs in strategic disciplines.
- Goal 6:** Help students achieve academic goals.
- Goal 7:** Build essential skills in communications, leadership, design, and business.
- Goal 8:** Embed projects in a sustainable manner to enhance professional development.
- Goal 9:** Support students through work experience programs and career opportunities.
- Goal 13:** Create a strong student user experience.

FACILITIES: Student Achievement Center

Funding (and Scale):

The PECO request for SAC would be \$33,626,242 for 41,500 GSF.

This would be spread out as a request of \$13,836,252 in FY24; \$11,682,076 FY25; and \$8,107, 914 FY26. We will then work to supplement this amount to add on non-PECO elements to create a 90k+/- GSF building with revenue from other sources.

Narrative:

The Student Achievement Center (SAC) will play a critical role in our continued student body growth by enhancing and further supporting students' educational needs. The building will be a combined function building, appropriate to a growing small campus. The Student Achievement Center will serve our students by providing a dedicated facility focused entirely on the successful completion of their academic careers and transition into the workforce. Our current campus buildings are academic buildings serving research functions through labs, teaching functions through classrooms and teaching labs, and instructional support functions through faculty offices. The SAC will support our educational mission by providing study space for students, collaborative multimedia spaces designed to encourage interaction and foster academic engagement, offices for student-facing support staff, dedicated space for career and internship initiatives, auditorium space, instructional space, and general support service space. This building will be critical to providing students with a place to be while on campus, with study space embedded in the building around instructional and multi-function space. Further, with a growing student body, we will continue to need increased instructional space and faculty office space. The campus expects to grow to over 2,250 students by 2025 and approximately 3,000 students by 2030.

**Florida Polytechnic University
Finance and Facilities Committee
Board of Trustees
May 23, 2022**

Subject: Advancement and Foundation Update

Proposed Committee Action

Information only – no action required.

Background Information

Kathy Bowman, VP of Advancement and Foundation CEO, will present a detailed update from the Advancement Division. Her report will include a review of key performance indicators as well as a campaign update to include the draft case statement and draft gift opportunities table.

Supporting Documentation: N/A

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

**Florida Polytechnic University
Finance and Facilities Committee
Board of Trustees
May 23, 2022**

Subject: Foundation Q3 Financial Update

Proposed Committee Action

Information only – no action required.

Background Information

Larry Locke will present the Foundation's Q3 financials, including:

- FY22 Budget to Actuals
 - Revenue = 5 times increase over budget projections
 - Net Asset Gain = 10 times increase over budget projections
 - Operations expense increase due to consultant fees for 2022 pre-campaign planning
 - FY22 Statement of Activities YOY
 - Revenue = 173.23% increase over FY21 YTD
 - Net Asset Gain = 4 times increase over FY21 YTD
 - Over all expenses down 12.09%
 - FY22 Statement of Financial Position YOY
 - 29.61 % increase in net assets over FY21 YTD
 - 44.25% increase in ending fund balance over FY21 YTD
-

Supporting Documentation:

1. FY22 Budget to Actuals
2. FY22 Statement of Activities YOY
3. FY22 Statement of Financial Position YOY

Prepared by: Larry Locke, Director of Advancement Operations and Foundation COO

Florida Polytechnic University Foundation Inc.

SUMMARY - FY22 Statement of Activities Budget to Actuals - 3rd Quarter

July 1, 2021 - March 31, 2022

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total	YTD Budget	Variance
Revenue	\$822,609.06	\$1,784,701.34	\$846,707.83	\$3,454,018.23	\$769,185.00	349.05%
Expenses						
Operations	\$210,830.30	\$0.00	\$0.00	\$210,830.30	\$100,499.97	109.78%
Advocate	\$125,000.00	\$0.00	\$0.00	\$125,000.00	\$135,810.00	(7.96%)
Scholarships	\$0.00	\$108,058.14	\$0.00	\$108,058.14	\$230,000.00	-53.02%
Salaries/Benefits/Initiatives	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Expenses:	\$335,830.30	\$108,058.14	\$0.00	\$443,888.44	\$466,309.97	-4.81%
 FY22 Net Asset Gain/Loss:	 \$486,778.76	 \$1,676,643.20	 \$846,707.83	 \$3,010,129.79	 \$302,875.03	 893.85%

Revenue = 5 times increase over budget projections

Operations expense has doubled due to Consultant fees for 2022 fundraising campaign

Net Asset gain = 10 times increase over budget projections

Florida Polytechnic University Foundation Inc.

SUMMARY - FY22 Statement of Activities YOY - 3rd Quarter

July 1, 2021 - March 31, 2022

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total	FY21 YTD	Variance
Revenue	\$822,609.06	\$1,784,701.34	\$846,707.83	\$3,454,018.23	\$1,264,136.25	173.23%
Expenses						
Operations	\$210,830.30	\$0.00	\$0.00	\$210,830.30	\$164,126.26	28.46%
Advocate	\$125,000.00	\$0.00	\$0.00	\$125,000.00	\$114,090.00	9.56%
Scholarships	\$0.00	\$108,058.14	\$0.00	\$108,058.14	\$226,691.02	-52.33%
Salaries/Benefits/Initiatives	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Expenses:	\$335,830.30	\$108,058.14	\$0.00	\$443,888.44	\$504,907.28	-12.09%
FY22 Net Asset Gain/Loss:	\$486,778.76	\$1,676,643.20	\$846,707.83	\$3,010,129.79	\$759,228.97	296.47%

Revenue = 173.23% increase over FY21 YTD

Overall expenses down 12.09%

Net Asset Gain = 4 times increase over FY21 YTD

Florida Polytechnic University Foundation Inc.

SUMMARY - FY22 Statement of Financial Position Year over Year - 3rd Quarter

March 31, 2022

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total	FY21 YTD	Variance
TOTAL ASSETS	\$1,757,807.61	\$5,268,800.54	\$3,782,072.81	\$10,808,680.96	\$8,339,681.83	29.61 %
TOTAL LIABILITIES	\$6,636.79	\$2,753,995.00	\$0.00	\$2,760,631.79	\$2,760,631.79	0.26%
TOTAL FUND BALANCE	\$1,751,170.82	\$2,514,805.54	\$3,782,072.81	\$8,048,049.17	\$5,579,050.04	44.25%
TOTAL LIABILITIES & FUND BALANCE	\$1,757,807.61	\$5,268,800.54	\$3,782,072.81	\$10,808,680.96	\$8,339,681.83	29.61 %
BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS	\$1,271,358.26	\$880,970.77	\$3,568,738.74	\$5,721,067.77	\$4,614,641.34	23.98%
NET SURPLUS/(DEFICIT) & TRANSFER IN/OUT	\$479,812.56	\$1,633,834.77	\$213,334.07	\$2,326,981.40	\$964,408.70	141.29%
ENDING FUND BALANCE	\$1,751,170.82	\$2,514,805.54	\$3,782,072.81	\$8,048,049.17	\$5,579,050.04	44.25%

29.61% Increase in Net Assets over FY21 YTD
44.25% Increase in Ending Fund Balance over FY21 YTD

**Florida Polytechnic University
Finance and Facilities Committee
Board of Trustees
May 23, 2022**

Subject: Foundation Operating Budget FY23

Information Only

Information only – no action required.

Background Information

The FY23 Foundation Operational Budget was presented to the Foundation Finance Committee on April 14, 2022 and was unanimously approved. The proposed budget subsequently went before the Foundation Board of Directors on May 17, 2022 where it was also unanimously approved. The budget now comes before the Board of Trustees as an information item.

Supporting Documentation: Foundation Budget Operating Budget FY23

Prepared by: Larry Locke, Direction of Advancement Operations and Foundation COO

Florida Polytechnic University Foundation Inc.

FY2023 PROPOSED FOUNDATION BUDGET

July 1, 2022 - June 30, 2023

	FY21 Budget	FY22 3rd Quarter Total	FY22 3rd Quarter Budget Totals	FY22 12 Month Projected Actual	FY22 Budget	Variance	Foundation Proposed Budget for FY23
Revenues							
Grants And Donations	\$753,500.00	\$2,983,769.13	\$769,185.00	\$3,050,000.00	\$1,025,080.00	\$2,024,920.00	\$1,393,500.00
Interest And Dividends		\$578,774.82	\$0.00	\$650,000.00	\$0.00	\$650,000.00	\$0.00
Total Revenue:	\$753,500.00	\$3,562,543.95	\$769,185.00	\$3,700,000.00	\$1,025,080.00	\$2,674,920.00	\$1,393,500.00
Expenses							
Operations							
Travel	\$35,000.00	\$1,086.25	\$18,750.00	\$1,448.33	\$25,000.00	-\$23,551.67	\$15,000.00
Auditing Fees	\$34,500.00	\$29,000.00	\$25,875.00	\$38,666.67	\$34,500.00	\$4,166.67	\$40,000.00
Community Engagement	\$0.00	\$1,845.00	\$5,625.00	\$2,460.00	\$7,500.00	-\$5,040.00	\$10,000.00
Consultant fees	\$0.00	\$122,500.00	\$0.00	\$145,000.00	\$0.00	\$145,000.00	\$135,000.00
Contracted Services	\$0.00	\$19,693.54	\$16,500.00	\$26,258.05	\$22,000.00	\$4,258.05	\$35,000.00
Bank fees	\$1,000.00	\$95.65	\$750.00	\$127.53	\$1,000.00	-\$872.47	\$500.00
Office Supplies	\$0.00	\$415.90	\$749.98	\$554.53	\$1,000.00	-\$445.47	\$1,000.00
Entertainment Services	\$40,000.00	\$3,067.80	\$18,750.00	\$4,090.40	\$25,000.00	-\$20,909.60	\$20,000.00
Food and beverage products and supplies	\$0.00	\$1,869.04	\$0.00	\$2,492.05	\$0.00	\$2,492.05	\$10,000.00
FPU Events	\$60,000.00	\$195.83	\$7,500.00	\$261.11	\$10,000.00	-\$9,738.89	\$10,000.00
General liability insurance	\$3,000.00	\$865.00	\$1,125.00	\$1,153.33	\$1,500.00	-\$346.67	\$2,000.00
Subscriptions/Memberships	\$0.00	\$2,520.00	\$0.00	\$3,360.00	\$0.00	\$3,360.00	\$20,000.00
Misc. Operating Expense	\$0.00	\$3,587.20	\$0.00	\$4,782.93	\$0.00	\$4,782.93	\$8,000.00
Postage	\$0.00	\$2,494.94	\$750.00	\$3,326.59	\$1,000.00	\$2,326.59	\$5,000.00
In-House photocopying	\$0.00	\$5,699.20	\$374.99	\$7,598.93	\$500.00	\$7,098.93	\$2,500.00
Professional printing	\$0.00	\$7,635.02	\$0.00	\$10,180.03	\$0.00	\$10,180.03	\$12,000.00
General Services	\$0.00	\$7,585.85	\$3,750.00	\$10,114.47	\$5,000.00	\$5,114.47	\$15,000.00
Sponsorships	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00
Fellowships	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
FPUF Events	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,500.00
BOT Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00
OOTP Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00
Giving Day	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00
Rental Space/equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Operations Expense:	\$173,500.00	\$210,156.22	\$100,499.97	\$261,874.96	\$134,000.00	\$127,874.96	\$393,500.00
Advocates							
Advocates	\$180,000.00	\$125,000.00	\$135,810.00	\$190,000.00	\$181,080.00	\$8,920.00	\$200,000.00
Total Advocates Expense:	\$180,000.00	\$125,000.00	\$135,810.00	\$190,000.00	\$181,080.00	\$8,920.00	\$200,000.00
Scholarship Support							
Named Scholarships		\$108,058.14	\$230,000.00	\$230,000.00	\$230,000.00	\$0.00	\$250,000.00
General Scholarships	\$400,000.00	\$0.00	\$0.00	\$340,000.00	\$330,000.00	\$10,000.00	\$350,000.00
Total Scholarship Expense:	\$400,000.00	\$108,058.14	\$230,000.00	\$570,000.00	\$560,000.00	\$10,000.00	\$600,000.00
Leadership Support							
Leadership Support & Initiative	\$0.00	\$0.00	\$0.00	\$150,000.00	\$150,000.00	\$0.00	\$200,000.00
Total Leadership Support Expense:	\$0.00	\$0.00	\$0.00	\$150,000.00	\$150,000.00	\$0.00	\$200,000.00
Total Expenses	\$753,500.00	\$443,214.36	\$466,309.97	\$1,171,874.96	\$1,025,080.00	\$146,794.96	\$1,393,500.00
NET SURPLUS/(DEFICIT)	\$0.00	\$3,119,329.59	\$302,875.03	\$2,528,125.04	\$0.00	\$2,528,125.04	\$0.00

**Florida Polytechnic University
Finance and Facilities Committee
Board of Trustees
May 23, 2022**

Subject: Foundation's Planned Uses of University Personnel and Property (FY23)

Proposed Committee Action

Recommend approval of the Foundation's planned usage of University resources for FY23 in the amount of \$275,000 to the Board of Trustees.

Background Information

The Florida Board of Governors requires each State University System university report on university employees who use time, pay, benefits and space for its Direct Support Organization (DSO). Currently, Florida Poly's only DSO is Florida Polytechnic University Foundation, Inc.

Based upon third quarter projections, the DSO's usage of University resources for FY22 will be \$232,034.18 with a space usage cost of \$20,317.00; totaling \$252,405.28. The amount approved by this Committee on 4/26/21 for FY22 was \$235,000.

We request the Committee recommend approval of \$275,000 for FY23 to the Board of Trustees. This formal action and estimated request is a recommendation based on previous year's audits. During FY22 we were better able to train those staff performing any work on behalf of the Foundation to input their hours directly into the University's ERP system leading to better accuracy. In subsequent years we anticipate more accurate forecasting based on historical data to accurately project hours, benefits, and space usage.

Supporting Documentation: DSO Reporting Spreadsheet

Prepared by: Larry Locke, Director of Advancement Operations and Foundation COO

Foundation's Planned Uses of University Personnel and Property

Total FY22 Hours	Total FY22 Cost	Benefit Cost	Total FY22 Salary + Benefit Cost
8.5	\$ 595.77	\$ 200.77	\$ 796.54
0	\$ -	\$ -	\$ -
31	\$ 1,259.22	\$ 424.36	\$ 1,683.58
1088	\$ 45,731.20	\$ 15,411.41	\$ 61,142.61
60.8	\$ 1,841.03	\$ 620.43	\$ 2,461.46
303.8	\$ 29,601.75	\$ 9,975.79	\$ 39,577.54
167.9	\$ 4,093.40	\$ 1,379.48	\$ 5,472.88
0	\$ -	\$ -	\$ -
236.8	\$ 8,880.00	\$ 2,992.56	\$ 11,872.56
961.5	\$ 26,710.47	\$ 9,001.43	\$ 35,711.90
191.2	\$ 7,189.12	\$ 2,422.73	\$ 9,611.85
16	\$ 385.60	\$ 129.95	\$ 515.55
83.2	\$ 4,199.94	\$ 1,415.38	\$ 5,615.32
0	\$ -	\$ -	\$ -
3148.7	\$ 130,487.50	\$ 43,974.29	\$ 174,461.79
		\$ -	\$ -
3148.70	\$130,487.50	\$ 43,974.29	\$ 174,461.79