



STATE COLLEGE OF FLORIDASM
MANATEE - SARASOTA

DISTRICT BOARD OF TRUSTEES

SCF Mission Statement

State College of Florida, Manatee-Sarasota guided by measurable standards of institutional excellence, provides engaging and accessible learning environments that result in student success and community prosperity.

<p>AGENDA</p> <p>The District Board of Trustees</p> <p>State College of Florida, Manatee - Sarasota</p> <p>Regular Meeting</p> <p>Library & Learning Center: SCF Bradenton</p> <p>AND Virtual Meeting via TEAMS</p> <p>May 24, 2022 5:30 pm</p>
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- 1. Meeting Call to Order – Ms. Knight**
- 2. Invocation and Pledge of Allegiance**
- 3. Public Comment - Board Chair**
- 4. President’s Report - Dr. Probstfeld**
- 5. Mission Moment - SCF’s Proposed FCS Distribution Model - Dr. Probstfeld & Dr. Hale**
- 6. Approval of Non-Financial Consent Agenda Items (“Consent Agenda A”)**

Exhibit A:	Minutes of April 26, 2022 BOT Meeting - Page 5
Exhibit B:	Minutes of April 12, 2022 TSI Advisory Committee Meeting - Page 7
Exhibit C:	Amended Summer 2022 Lifelong Learning & Workforce Development Schedule - Page 9
Exhibit D:	HR Personnel Actions Report April 2022 - Page 13
Exhibit E:	Annual SCF & Suncoast Technical College Articulation Agreement - Page 14
Exhibit F:	Annual SCFCS Bradenton & Venice Financial Audit Engagement Letters - Page 17
Exhibit G:	SCF Cyber/IT Pathway Grant No. 22-02 - Page 38

7. Approval of Financial Consent Agenda Items (“Consent Agenda B”)

Exhibit H:	Monthly Financial Report March 2022 - Page 40
Exhibit I:	Budget Amendment FY 2021-22 March 2022 #34-38 - Page 45
Exhibit J:	SCFCS Financial Report(s) March 2022 - Page 50
Exhibit K:	Acceptance of Gifts and Grants March 2022 - Page 52
Exhibit L:	Property Disposals - Page 53
Exhibit M:	Write Offs - Page 58

8. Facilities Project List (Informational Only) - Julie Jakway

Exhibit N: Project List - Page 71

9. Facilities: Annual Capital Improvement Plan - Chris Wellman

Exhibit O: FY 2023-24 through 2027-28 Capital Improvement Plan (CIP) - Page 72

10. FY 2022-2023 Draft Budget Preview - Julie Jakway

FY 2022-2023 Proposed Budget

11. President's Annual Evaluation - Board Chair, Tracy Knight

2021-2022 General Performance as President

12. Old Business

13. New Business

14. Board Comments/Updates & Adjournment

MINUTES**THE DISTRICT BOARD OF TRUSTEES -- STATE COLLEGE OF FLORIDA, MANATEE – SARASOTA
REGULAR MEETING**

Date: April 26, 2022, 5:30 p.m.**Location:** SCF Bradenton / TEAMS**Proceedings:**

The District Board of Trustees of State College of Florida, Manatee – Sarasota held a Regular Meeting on April 26, 2022, at SCF Bradenton and virtually via TEAMS.

Board Members Present: Tracy Knight, Jaymie Carter, Taylor Collins, Dominic DiMaio, Michael Fuller, Mark Goodson, and Rod Thomson.

Administrators Present: President Carol Probstfeld, Vice Presidents Todd Fritch, Julie Jakway and Brittany Nielsen, Acting Vice President Ryan Hale, and General Counsel Steve Prouty.

1. Meeting Call to Order - Ms. Knight

Ms. Knight called the meeting to order at 5:30 pm.

2. Invocation and Pledge of Alliance

Ms. Nielsen delivered the invocation and led the pledge.

3. Public Comment

None

4. President's Report

Dr. Probstfeld encouraged Board members to sign up to read scholarship applications for the SCF Foundation. Dr. Probstfeld invited the Trustees to join her at the upcoming SCF events.

5. Mission Moment - Strategic Plan Update - Dr. Ryan Hale

Dr. Hale presented an update to the 2021-2026 Strategic Plan to the Board. Dr. Hale highlighted many of the initiatives implemented toward the plans four priorities: Opportunity, Quality, Growth and Diversification.

SCF Annual Equity Report - Dr. Ryan Hale

Dr. Hale shared with the Board an overview of the Annual Equity Report and the State's reporting process.

6. Approval of Non-Financial Consent Agenda Items (Consent Agenda A)

Exhibit A:	Minutes of March 29, 2022 BOT Meeting - Page 5
Exhibit B:	Amended Spring 2022 Lifelong Learning & Workforce Development Schedule - Page 8
Exhibit C:	CDR: Curriculum Revision - Page 15
Exhibit D:	HR Personnel Actions Report March 2022 - Page 19
Exhibit E:	Out of Country Travel Request - Page 20
Exhibit F:	2021-22 SCFCS-BC Annual Accountability Report - Page 22
Exhibit G:	2021-22 SCFCS-VC Annual Accountability Report - Page 30
Exhibit H:	2021-22 SCF Annual Equity Report - Page 36

After due discussion and consideration, Mr. Thomson motioned to approve the Non-Financial

Consent Agenda, Ms. Collins seconded, and the Board unanimously approved.

7. Approval of Financial Consent Agenda Items (Consent Agenda B)

Exhibit I:	Monthly Financial Report February 2022 - Page 87
Exhibit J:	Budget Amendment FY 2021-22 February 2022 #29-33 - Page 92
Exhibit K:	SCFCS Financial Report(s) February 2022 - Page 97
Exhibit L:	Acceptance of Gifts and Grants February 2022 - Page 99
Exhibit M:	Property Disposals - Page 100
Exhibit N:	SCF MOU Regarding Article 20 & 25 to the Board - Page 105

After due discussion and consideration, Mr. Goodson motioned to approve the Financial Consent Agenda, Mr. Thomson seconded, and the Board unanimously approved.

8. Facilities Project List (Informational Only) - Julie Jakway

Exhibit O: Project List - Page 116

There were no questions concerning the projects report.

9. Facilities- Construction Projects & Updates - Chris Wellman

Exhibit P: Bradenton Hot Water & Condenser Piping Contract Approval - Page 117

Mr. Wellman requested Board approval to contract with Halfacre Construction in the amount of \$1,136,561 for the Bradenton Hot Water & Condenser Piping project. After due discussion and consideration, Mr. Goodson motioned to approve Exhibit P, Mr. Thomson seconded, and the Board unanimously approved.

Exhibit Q: Venice Science & Technology Building Budget Increase - Page 118

Mr. Wellman requested Board approval to increase the project budget from \$4,500,000 to \$5,800,000. After due discussion and consideration, Mr. Thomson motioned to approve exhibit Q, Ms. Carter seconded, and the Board unanimously approved.

10. Old Business

11. New Business

Dr. Probstfeld asked if the Trustees would like to resume using the Board Room for future meetings? The Trustees all agreed to move the meetings back into the Board Room.

12. Board Comments/Updates & Adjournment

Mr. Fuller provided a SCFF update

Ms. Carter encouraged Trustees to volunteer to read scholarship applications

Ms. Collins congratulated the SCF beach volleyball champs!

The meeting adjourned at 6:15 p.m.

Chair, Board of Trustees

Carol Probstfeld, Secretary, Board of Trustees

State College of Florida, Manatee-Sarasota | Traffic Safety Institute

Advisory Committee Quarterly Meeting – 4/12/22 (2022 1st quarter meeting-rescheduled)

ATTENDING: Dana McMahan, Manatee County Probation; Jennifer Burgh, Manatee County Probation/Pretrial; Sgt. William Coleman, Manatee County Sheriff's Office; Darlene Ragoonanan, State Attorney's Office; Vicki Gillerin, TSI Director

The meeting was called to order by TSI Director Gillerin at 12:02 pm.

OLD BUSINESS: Jennifer Burgh made a motion to approve the minutes of the 1/25/2022 TSI Advisory Committee meeting and was seconded by Dana McMahan. Motion passed.

OUTPUT-TSI Report:

- A. Director Gillerin presented TSI's student enrollment numbers/contacts for the 1st quarter of 2022. Enrollment in most programs remained steady during this quarter; however, the DUI Victim Panel enrollments dropped significantly due to Manatee County Probation resuming their free Victim Impact Panel in January 2022.

TSI student enrollments/contacts	1/1/2022 – 3/31/2022
BDI	109
DUI Evaluations	531
DUI Level One	338
DUI Level Two	155
DUI Victim Panel	227
IID Updates	120
SSS Periodic Updates	234
Totals:	1714

- B. Director Gillerin provided an update on TSI staffing. A full-time DUI Evaluator/Instructor position was created, and the individual selected for the position will start on 4/25/2022. There are two Specialist, Traffic Safety Customer Service positions posted, one full-time position and one part-time position. Director Gillerin has continued seeing clients and will continue to do so until the new evaluator is up to full speed.
- C. Director Gillerin distributed the Florida Department of Highway Safety and Motor Vehicles safety education and consumer awareness campaign calendar for April, May, and June. A substance abuse trend alert from March 2022 outlining trends for alcohol consumption during the pandemic in the U.S. and Florida was shared with the group. Of note is that one study indicated that 60% of Americans said that their alcohol consumption increased during the pandemic and that from March 2020 through February 2021, alcohol sales in Florida increased 3.9% compared to the average sales from 2017 to 2019.

State College of Florida, Manatee-Sarasota | Traffic Safety Institute

Advisory Committee Quarterly Meeting – 4/12/22 (2022 1st quarter meeting-rescheduled)

INPUT

Law Enforcement: Sgt. Coleman reported that the number of DUI arrests in Manatee County from 1/1/22 – 4/1/22 totaled 131. In that time period the Traffic Unit issued 2,967 tickets and made a total of 230 misdemeanor and 34 felony arrests.

Misdemeanor Probation: Dana McMahon reports that a new Probation Officer was hired and that probation caseloads are holding steady, but things are getting better.

State Attorney's Office: Darlene Ragoonanan reports that attorney caseloads are coming back down to normal levels. They have a new intern starting next week and they will have a part-time attorney in the unit.

Treatment: No treatment representative present.

Citizen/Business Representative: No citizen/business representative present.

With no further business the meeting adjourned at 12:45 pm.

NEXT MEETING: Tuesday, June 28, 2022, at 12:00 pm (Lunch will be provided)

Traffic Safety Institute

5840 26th St W, Bldg. 18, Room 112

Bradenton, FL 34207

SCHEDULE OF NON-CREDIT COURSES, LIFELONG LEARNING AND WORKFORCE DEVELOPMENT, SUMMER 2022

Class ID	Class Name	Start Date	End Date	Tuition Fee	Location	Instructor
14288	Leadership Boot Camp	7/29/22	7/29/22	\$199.00	Zoom	Van Dyke
14345	SCF Coding Academy - Digital Executive Assistant	5/2/22	6/13/22	\$1,250.00	SCF Bradenton (26 West Center)	Link
14346	SCF Coding Academy - Digital Executive Assistant	8/1/22	9/9/22	\$1,250.00	SCF Bradenton (26 West Center)	Link
14348	Personal Trainer Certification Hybrid	6/4/22	7/16/22	\$849.00	Off-site Bradenton (contract training), Zoom	W.I.T.S.
14386	Python Bridge Method with PCEP Industry Certification	7/4/22	7/8/22	\$800.00	SCF Bradenton (26 West Center)	TBD
14387	Python CROP with PCEP Industry Certification	7/11/22	7/15/22	\$800.00	SCF Bradenton (26 West Center)	TBD
14388	Python Coding Essentials with PCAP Industry Certification	7/18/22	7/22/22	\$800.00	SCF Bradenton (26 West Center)	TBD
14397	SCF Coding Academy - Drone Safety	5/9/22	6/17/22	\$499.00	SCF Bradenton (26 West Center)	TBD
14398	SCF Coding Academy - Drone Safety	8/1/22	9/9/22	\$499.00	SCF Bradenton (26 West Center)	TBD
14439	7 Ways to Build Your Personal Brand Online	7/12/22	7/12/22	\$0.00	SCF Bradenton (26 West Center)	TBD
14440	How to Create an Impressive Personal Brand and Grow Your Connections on LinkedIn	7/19/22	7/19/22	\$79.00	SCF Bradenton (26 West Center)	TBD
14441	Create a Website to Power Your Personal Brand and Business	7/26/22	7/26/22	\$79.00	SCF Bradenton (26 West Center)	TBD
14442	Gain a Following by Telling Stories on Instagram	8/2/22	8/2/22	\$79.00	SCF Bradenton (26 West Center)	TBD
14448	01 Creating Your Online Personal Brand	7/19/22	8/2/22	\$199.00	SCF Bradenton (26 West Center)	TBD
14498	SLP Roundtable	5/18/22	5/18/22	\$0.00	Zoom	Marco
14500	26 West - Week 1 - Robotics and Engineering Camp - Middle School - 8:00AM-4:00PM	6/13/22	6/17/22	\$299.00	SCF Bradenton (26 West Center)	Roberts
14501	2022 Elementary STEM Camp - Week 2 - LWR - 8am - 12noon - Goin' Green""	6/13/22	6/17/22	\$175.00	SCF Lakewood Ranch (CIT)	Roberts
14502	2022 Elementary STEM Camp - Week 3 - LWR - 8am - 12noon - Moovin' and Groovin' ""	6/20/22	6/24/22	\$175.00	SCF Lakewood Ranch (CIT)	Roberts
14503	WEEK NO CAMP!! - 4th of July Holiday Week! - NO CAMP!!	7/4/22	7/8/22	\$0.00	SCF Lakewood Ranch (CIT)	TBD
14505	2022 Elementary STEM Camp - Week 4 - LWR - 8am - 12noon - Space is the Place""	6/27/22	7/1/22	\$175.00	SCF Lakewood Ranch (CIT)	TBD
14515	English for College and Communication	5/16/22	8/9/22	\$750.00	SCF Lakewood Ranch (CIT)	Carr
14519	Savvy Social Security	5/17/22	5/17/22	\$29.00	SCF Bradenton (Building 3)	Sherrill
14520	Savvy Social Security	5/19/22	5/19/22	\$29.00	SCF Bradenton (Building 3)	Sherrill
14521	Savvy Social Security	6/14/22	6/14/22	\$29.00	SCF Bradenton (Building 3)	Sherrill
14522	Savvy Social Security	6/16/22	6/16/22	\$29.00	SCF Bradenton (Building 3)	Sherrill
14523	(BLS/CPR) Basic Life Support for Health Care Providers	5/13/22	5/13/22	\$60.00	SCF Lakewood Ranch (CIT)	Crea
14524	(BLS/CPR) Basic Life Support for Health Care Providers	5/16/22	5/16/22	\$60.00	SCF Lakewood Ranch (CIT)	Landes
14525	(BLS/CPR) Basic Life Support for Health Care Providers	5/21/22	5/21/22	\$60.00	SCF Lakewood Ranch (CIT)	Landes

(\$0 denotes paid by corporate.)

SCHEDULE OF NON-CREDIT COURSES, LIFELONG LEARNING AND WORKFORCE DEVELOPMENT, SUMMER 2022

Class ID	Class Name	Start Date	End Date	Tuition Fee	Location	Instructor
14526	(BLS/CPR) Basic Life Support for Health Care Providers	6/11/22	6/11/22	\$60.00	SCF Lakewood Ranch (CIT)	Landes
14527	(BLS/CPR) Basic Life Support for Health Care Providers	6/18/22	6/18/22	\$60.00	SCF Lakewood Ranch (CIT)	Landes
14528	(BLS/CPR) Basic Life Support for Health Care Providers	6/25/22	6/25/22	\$60.00	SCF Lakewood Ranch (CIT)	Landes
14529	(BLS/CPR) Basic Life Support for Health Care Providers	6/13/22	6/13/22	\$60.00	SCF Lakewood Ranch (CIT)	Landes
14530	(BLS/CPR) Basic Life Support for Health Care Providers	6/15/22	6/15/22	\$60.00	SCF Lakewood Ranch (CIT)	Landes
14531	(BLS/CPR) Basic Life Support for Health Care Providers	6/20/22	6/20/22	\$60.00	SCF Lakewood Ranch (CIT)	Landes
14532	(BLS/CPR) Basic Life Support for Health Care Providers	6/23/22	6/23/22	\$60.00	SCF Lakewood Ranch (CIT)	Landes
14533	(BLS/CPR) Basic Life Support for Health Care Providers	6/30/22	6/30/22	\$60.00	SCF Lakewood Ranch (CIT)	Landes
14534	(BLS/CPR) Basic Life Support for Health Care Providers	6/28/22	6/28/22	\$60.00	SCF Lakewood Ranch (CIT)	Landes
14537	Computer Basics	5/21/22	5/21/22	\$129.00	SCF Lakewood Ranch (CIT)	Miscik
14538	Computer Basics	6/29/22	6/29/22	\$129.00	SCF Venice (Building 400)	Miscik
14539	Excel - Level 1	5/5/22	5/5/22	\$129.00	SCF Lakewood Ranch (CIT)	Devine
14540	Excel - Level 2	5/19/22	5/19/22	\$129.00	SCF Lakewood Ranch (CIT)	Devine
14541	Excel - Level 3	6/9/22	6/9/22	\$129.00	SCF Lakewood Ranch (CIT)	Devine
14542	Excel - Level 4	6/23/22	6/23/22	\$129.00	SCF Lakewood Ranch (CIT)	Devine
14543	Outlook	5/17/22	5/17/22	\$129.00	SCF Lakewood Ranch (CIT)	Devine
14544	Power Point - Level 2	6/28/22	6/28/22	\$129.00	SCF Lakewood Ranch (CIT)	Devine
14545	Power Point - Level 1	6/7/22	6/7/22	\$129.00	SCF Lakewood Ranch (CIT)	Devine
14546	Word - Level 1	5/18/22	5/18/22	\$129.00	SCF Lakewood Ranch (CIT)	Devine
14547	Word - Level 2	6/15/22	6/15/22	\$129.00	SCF Lakewood Ranch (CIT)	Devine
14549	In Person Real Estate Sales Associate Pre-Licensing	8/29/22	11/7/22	\$349.00	SCF Lakewood Ranch (CIT)	Repassy
14560	26 West - Week 2 - Drones and Engineering Camp - Middle School - 8:00AM-4:00PM	6/20/22	6/24/22	\$299.00	SCF Bradenton (26 West Center)	Roberts
14561	26 West - Week 3 - All Girls Camp Manufacturing and Design Camp - 5th-9th Grade Girls - 8:00AM-4:00PM	6/27/22	7/1/22	\$299.00	SCF Bradenton (26 West Center)	Roberts
14562	26 West - Week 5 - Emerging Technology Camp - Middle & High School - 8:00AM-4:00PM	7/18/22	7/22/22	\$299.00	SCF Bradenton (26 West Center)	Roberts
14563	2022 Elementary STEM Camp - Week 1 - LWR - 8am - 12noon - Amazing Race ""	6/6/22	6/10/22	\$175.00	SCF Lakewood Ranch (CIT)	Roberts
14564	2022 Elementary STEM Camp - Week 5 - LWR - 8am - 12noon - Eureka! - Inventors Camp ""	7/11/22	7/15/22	\$175.00	SCF Lakewood Ranch (CIT)	Roberts
14565	2022 Elementary STEM Camp - Week 6 - LWR - 8am - 12noon - Earth, Wind and Fire ""	7/18/22	7/22/22	\$175.00	SCF Lakewood Ranch (CIT)	Roberts
14566	26 West - Week 4 - Manufacturing and Engineering Camp - High School - 8:00AM-4:00PM	7/11/22	7/15/22	\$299.00	SCF Bradenton (26 West Center)	Roberts

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SCHEDULE OF NON-CREDIT COURSES, LIFELONG LEARNING AND WORKFORCE DEVELOPMENT, SUMMER 2022

Class ID	Class Name	Start Date	End Date	Tuition Fee	Location	Instructor
14569	General Knowledge Test - Math Prep Workshop	5/7/22	5/28/22	\$119.00	SCF Lakewood Ranch (CIT)	Peltier
14570	Private Investigator 40-Hour Course	5/13/22	5/22/22	\$395.00	SCF Venice (Building 800)	Jones
14576	Enrolled Agent	7/23/22	12/10/22	\$1,149.00		Groff
14577	General Knowledge Test - Essay Writing Workshop	6/11/22	6/25/22	\$89.00	SCF Lakewood Ranch (CIT)	Zickafoose
14579	ELP- Navigating Difficult Conversations	5/5/22	5/5/22	\$0.00	SCF Bradenton (Building 3)	Marco
14580	SLP Behavioral Interviews	5/5/22	5/5/22	\$0.00	SCF Lakewood Ranch (CIT)	Hamilton
14581	SLP-Coaching Session	5/10/22	5/10/22	\$0.00	Zoom	Marco
14582	SLP Advanced Business Writing	5/12/22	5/12/22	\$0.00	SCF Bradenton (Building 3)	Roth
14583	Perspective, Perception and Feedback	5/17/22	5/17/22	\$0.00	SCF Lakewood Ranch (CIT)	Johnson
14584	Interpersonal Skills	5/17/22	5/17/22	\$0.00	SCF Bradenton (Building 3)	Hamilton
14585	Emotional Intelligence	5/18/22	5/18/22	\$0.00	Zoom	Johnson
14586	Leadership Session 3	5/18/22	5/18/22	\$0.00	Zoom	Marco
14587	ELP - Presenting with Confidence	5/19/22	5/19/22	\$0.00	SCF Bradenton (Building 3)	Marco
14588	Leadership May 2022	5/20/22	5/20/22	\$0.00	SCF Bradenton (Building 3)	Roth
14589	SLP-Coaching Session	5/25/22	5/25/22	\$0.00	Zoom	Marco
14590	Follow-up Healthcare Collaborative Leadership	5/20/22	5/20/22	\$0.00	Zoom	Marco
14591	ELP - Problem Solving/Decision Making	5/26/22	5/26/22	\$0.00	SCF Bradenton (Building 3)	Baldwin
14592	SLP-Coaching to Behaviors	5/26/22	5/26/22	\$0.00	SCF Lakewood Ranch (CIT)	Marco
14595	Sales Simplified	8/19/22	8/19/22	\$299.00	Zoom	Van Dyke
14602	Parent Education and Family Stabilization	5/3/22	5/3/22	\$55.00	Zoom	Bates-Buchanan
14603	Parent Education and Family Stabilization	5/18/22	5/18/22	\$55.00	Zoom	Doran
14604	Community Emergency Response Team (CERT) Basic Training	6/6/22	6/18/22	\$0.00	SCF Lakewood Ranch (MTSC)	Garcia
14605	Parent Education and Family Stabilization	6/7/22	6/7/22	\$55.00	Zoom	Bates-Buchanan
14606	Parent Education and Family Stabilization	6/16/22	6/16/22	\$55.00	Zoom	Doran
14608	Parent Education and Family Stabilization	7/7/22	7/7/22	\$55.00	Zoom	Bates-Buchanan
14609	Parent Education and Family Stabilization	7/19/22	7/19/22	\$55.00	Zoom	Doran
14610	Parent Education and Family Stabilization	8/9/22	8/9/22	\$55.00	Zoom	Bates-Buchanan
14611	Parent Education and Family Stabilization	8/31/22	8/31/22	\$55.00	Zoom	Bates-Buchanan
14612	Parent Education and Family Stabilization (Spanish)	5/21/22	5/21/22	\$55.00	SCF Lakewood Ranch (CIT)	Straight
14613	Parent Education and Family Stabilization (Spanish)	6/18/22	6/18/22	\$55.00	SCF Bradenton (Building 18)	Straight
14614	Parent Education and Family Stabilization (Spanish)	7/16/22	7/16/22	\$55.00	SCF Lakewood Ranch (CIT)	Straight
14615	Parent Education and Family Stabilization (Spanish)	8/13/22	8/13/22	\$55.00	SCF Bradenton (Building 18)	Straight
14616	Parent Education and Family Stabilization	5/28/22	5/28/22	\$55.00	SCF Bradenton (Building 18)	Doran
14617	Parent Education and Family Stabilization	6/25/22	6/25/22	\$55.00	SCF Lakewood Ranch (CIT)	Doran

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SCHEDULE OF NON-CREDIT COURSES, LIFELONG LEARNING AND WORKFORCE DEVELOPMENT, SUMMER 2022

Class ID	Class Name	Start Date	End Date	Tuition Fee	Location	Instructor
14618	Parent Education and Family Stabilization	7/30/22	7/30/22	\$55.00	SCF Bradenton (Building 18)	Doran
14619	Parent Education and Family Stabilization	8/20/22	8/20/22	\$55.00	SCF Lakewood Ranch (CIT)	Doran
14623	Acting I	5/10/22	6/23/22	\$50.00	SCF Bradenton (Building 11)	Schlachter
14624	ELP- Advanced Business Writing	6/2/22	6/2/22	\$0.00	SCF Bradenton (Building 3)	Roth
14625	CNA	6/7/22	7/28/22	\$0.00		Sawmelle
14626	SLP- Creating a WOW Team Culture	6/9/22	6/9/22	\$0.00	SCF Bradenton (Building 3)	Marco
14627	Leadership June 2022	6/10/22	6/10/22	\$0.00	SCF Bradenton (26 West Center)	Roth
14628	State Childcare Testing	6/11/22	6/11/22	\$0.00	SCF Lakewood Ranch (CIT)	*
14629	Public Speaking will not Kill You	6/15/22	6/15/22	\$0.00	SCF Bradenton (Building 3)	Roth
14630	Leadership Session Session 4	6/15/22	6/15/22	\$0.00	Zoom	Marco
14631	Creating a Culture of Accountability	6/21/22	6/21/22	\$0.00	SCF Lakewood Ranch (MTSC)	Johnson
14632	ELP - Planning and Organizing	6/23/22	6/23/22	\$0.00	SCF Bradenton (Building 3)	Baldwin

Human Resources Office Personnel Actions Board Exhibits: April 2022

<u>Name</u>	<u>Effective Date</u>	<u>Classification</u>	<u>Classification Title</u>	<u>Department</u>	<u>Site</u>
<u>Appointments</u>					
Fatima Sadianna	4/4/2022	Career	Staff Assistant III	Lifelong Learning and Workforce Development	Lakewood Ranch
Robert Caffrey	4/11/2022	Career	Simulation Center Technician	Nursing	Lakewood Ranch
Yvonne Deery	4/11/2022	Career	Staff Assistant III - PT	Lifelong Learning and Workforce Development	Lakewood Ranch
Odia Richardson	4/11/2022	Professional	Coordinator, CCAMPIS Grant	Student Services	Bradenton
Ronald Serpliss	4/25/2022	Professional	Coordinator, Experiential Learning	Lifelong Learning and Workforce Development	Lakewood Ranch
Justin Dietz	4/25/2022	Career	Specialist, Auditorium Support	Neel Performing Arts Center	Bradenton
Adinah Torres	4/25/2022	Professional	DUI Instructor/Evaluator	Traffic Safety Institute	Bradenton
Patrick Elkins	4/25/2022	Career	Advisor II, Veterans Benefits	Financial Aid	Bradenton
Adam McCune	4/27/2022	Professional	Coordinator, 26 West Creative Studio	26 West Entrepreneurship Center	Bradenton
<u>Changes</u>					
Jamie Myers	4/11/2022	Professional	Coordinator, Benefits	Human Resources	Bradenton
		Professional	Senior Manager, HR Operations	Human Resources	Bradenton
Jazhel Honrado	4/25/2022	Career	Assistant, Graduation	Office of the Registrar	Bradenton
		Career	Specialist, Graduation	Office of the Registrar	Bradenton
Mary Hoffman	4/25/2022	Career	Specialist, Accommodation and Assistive Technology	Disability Resource Center	Bradenton
		Career	Site Manager, Venice Disability Resource Center	Disability Resource Center	Venice
<u>Separations</u>					
Lisa Goss	4/1/2022	Career	Advisor II, Veterans Benefits	Financial Aid	Bradenton
Rola Yates	4/1/2022	Career	Accounts Payable Clerk	Finance	Bradenton
Kelly Tippy	4/6/2022	Career	Specialist, Placement	Financial Aid	Bradenton
Gloria Tracy	4/8/2022	Professional	Assistant Director, Human Resources	Human Resources	Bradenton
Jeffrey Schultz	4/8/2022	Career	Groundskeeper	Facilities, Planning and Maintenance	Venice
Madison Scheele	4/14/2022	Career	Lab Instructor - 2D	Art, Design and Humanities	Bradenton
Holly Webb	4/15/2022	Career	Specialist, State Programs, Scholarships, and Grants	Financial Aid	Bradenton
Annifer Meier	4/15/2022	Career	Site Manager, Venice Disability Resource Center	Disability Resource Center	Venice
Jessica Ganzenmuller	4/29/2022	Career	Specialist, Recruitment and New Student	Admissions	Venice
<u>Retirements</u>					

**ARTICULATION AGREEMENT
BETWEEN
SUNCOAST TECHNICAL COLLEGE
AND
STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA**

**ARTICULATED CREDIT For HEALTH SERVICES MANAGEMENT
July 1, 2022 - June 30, 2024**

In the spirit of partnership, collaboration and communication, the State College of Florida, Manatee-Sarasota (SCF) agrees to provide, at no cost to eligible students, college credit towards the Associate in Science (AS) Health Services Management degree.

CONDITIONS OF AGREEMENT:

1. Student must successfully complete and pass all sections of one of the following Health Science career programs consisting of 600 clock hours or more at Suncoast Technical College (STC) listed below:
 - Paramedic (ATD)
 - Practical Nursing (LPN)
 - Surgical Technician
2. Student must meet entry requirements of the College and be admitted as a student in good standing.
3. Student must have an official transcript sent from STC to Office of the Registrar in accordance with the SCF application process. Transcripts will be included as a part of the official student file.
4. The completion of one of the included Health Science career programs listed in number 1 (one), will result in up to ten (10) credit hours from the elective requirements of the HSM degree being awarded and placed on the student's transcript after the successful completion of each of the following:
 - a. Successful admission and enrollment in the HSM A.S. program.
 - b. Successful completion of a math course from Area II and ENC1101, Written Communication I with a grade of "C" or better.
 - c. Successful completion of HSA 1100, Healthcare Delivery Systems with a grade of "C" or better.
 - d. Successful completion of 15 credit hours of college coursework at State College of Florida, with a grade of "C" or better. This may include those A.S. program admission courses as noted above.

Elective HSM Program Courses: (Choose any 10 credits)

- ACG 2021 - Principles of Financial Accounting (3 credit hours, AA)
- CGS 1570 - Integrated Business Apps Software (3 credit hours, AA)
- HSC 2531 – Understanding Medical Language (2 credit hours, AS)
- HSC 2200 – Community Health Problems (3 credit hours, AA)
- HSC 1100 – Personal Health (3 credit hours, AA)
- HLP 1081 – Concepts of Wellness (3 credit hours, AA)
- HIM 1102 – Introduction to Healthcare Informatics (3 credit hours, AS)
- HIM 2510 – Quality and Performance Improvement (2 credit hours, AS)
- HSA 2001 - Interprofessional Team Based Health Care (2 credit hours, AS)
- HSC 2721 - Evidence-Based Healthcare Practice (2 credit hours, AS)

5. Additional credit hours, not to exceed 49% of the program credit hours, from the general academic courses required by the A.S. HSM degree may be awarded upon evaluation of official student transcript(s) by the Office of the Registrar. The Office of the Registrar makes the final determination of how coursework from post-secondary institutions will be applied at SCF.

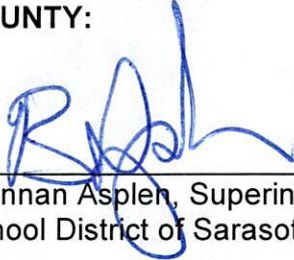
Required General Academic Courses:

- ENC 1101 – Written Communication I (3 credit hours, AA)
- Mathematics – Choose from Area II, A.S. (3 credit hours, AA)
- PSY 2012 – General Psychology (3 credit hours, AA)
- Humanities – Choose from Area IV, A.S. (3 credit hours, AA)
- BSC 2085C – Anatomy and Physiology I (4 credit hours, AA)
- Take either or: (3 credit hours, AA)
 - ENC 1102 – Written Communication II (3 credit hours, AA); or
 - SPC 1608 – Fundamental of Speech Communication (3 credit hours, AA)
- Take either or: (3 credit hours, AA)
 - DEP 2004 – Human Development: Life Span (3 credit hours, AA); or
 - SYG 2000 – Principles of Sociology (3 credit hours, AA)
- MCB 2010C – Microbiology (4 credit hours, AA)
- BSC 2086C – Anatomy and Physiology II (4 credit hours, AA)
- CGS 1000 – Computer Information Systems (3 credit hours, AA)

REVIEW PROCESS:

This articulation agreement will be reviewed every two years unless superseded by a statewide articulation agreement. If curricular **OR** programmatic modifications are made, **OR** new programs/or academies are added, then the articulation agreement is to be updated annually. Once initially established and appropriate approvals are secured, the articulation agreement shall remain in effect until revised **OR** revoked. Sixty (60) days written notice must be given by a party to revoke an articulation agreement, provided, however, in the event of any revocation, currently enrolled students shall be allowed to complete the applicable degree program.

**SCHOOL DISTRICT OF SARASOTA
COUNTY:**



Brennan Asplen, Superintendent
School District of Sarasota County

Date: 4/19/22



Jane Goodwin, Chair
School Board of Sarasota County

Date: 4/19/22

**STATE COLLEGE OF FLORIDA,
MANATEE-SARASOTA:**

Dr. Carol Probstfeld, President

Date: _____

Tracy Knight, Chair
Board of Trustees, State College of
Florida, Manatee-Sarasota

Date: _____

Approved for Legal Content
By Shumaker, Loop & Kendrick, LLP
Attorneys for The School Board
of Sarasota County, Florida
Date: March 28, 2022
Signed: MRM

Meeting of the
DISTRICT BOARD OF TRUSTEES OF STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA
May 24, 2022

AGENDA ITEM:

**Approval of engagement letters for State College of Florida Collegiate Schools
Financial Audit.**

RECOMMENDATION:

The College recommends the District Board of Trustees approve the continuation of the engagement of firm of Clifton Larson Allen LLP to serve as financial auditors for the State College of Florida Collegiate Schools (Bradenton and Venice) as described in the attached proposed engagement letters.

STAFF ANALYSIS:

The College is required to facilitate an independent annual financial audit of the Collegiate School pursuant to 218.39 Florida Statute. The College requests to award continuation of the agreement to Clifton Larson Allen LLP, which began in 2017/18, to provide the annual financial audit services for 17/18 with subsequent years to include the Collegiate Schools' 18/19, 19/20, 20/21 and 21/22 fiscal years. Audit services will commence upon yearly receipt and approval of letters of engagement.

FISCAL IMPACT Yes

Funding Source: SCF Collegiate School

Amount: \$ 55,420

Will this action result in a Budget Amendment? No

If yes, indicate the dollar amount: \$ _____

REQUESTED BY: Julie Jakway

Vice President, Finance and Administrative Services



CliftonLarsonAllen LLP
12800 University Drive, Suite 210
Fort Myers, FL 33907

phone 239-226-9900 fax 239-226-9950
CLAAconnect.com

April 26, 2022

Board of Trustees and Management
State College of Florida Collegiate School, Bradenton Campus
5840 26th Street West
Bradenton, Florida 34207

We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the audit services CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") will provide for State College of Florida Collegiate School, Bradenton Campus ("you," "your," or "the entity") for the year ended June 30, 2022.

Christopher Kessler is responsible for the performance of the audit engagement.

Scope of audit services

We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of State College of Florida Collegiate School, Bradenton Campus, as of and for the year ended June 30, 2022, and the related notes to the financial statements.

The Governmental Accounting Standards Board (GASB) provides for certain required supplementary information (RSI) to accompany the entity's basic financial statements. The following RSI will be subjected to certain limited procedures, but will not be audited.

1. Management's discussion and analysis.
2. Budgetary comparison schedules.

Audit objectives

The objectives of our audit are to obtain reasonable assurance about whether the basic financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions about whether your basic financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Our audit will be conducted in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require us to be independent of the entity and to meet our other ethical responsibilities, in accordance with the



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relevant ethical requirements relating to our audit. Our audit will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. We will apply certain limited procedures to the RSI in accordance with U.S. GAAS. However, we will not express an opinion or provide any assurance on the RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

We will issue a written report upon completion of our audit of your financial statements. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from the engagement. If our opinions on the financial statements is other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming opinions on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express opinions or issue a report, or withdrawing from the engagement.

We will also provide a report (which does not include an opinion) on internal control over financial reporting and on compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements, as required by *Government Auditing Standards*. The report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the entity is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit conducted in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Auditor responsibilities, procedures, and limitations

We will conduct our audit in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*. Those standards require that we exercise professional judgment and maintain professional skepticism throughout the planning and performance of the audit. As part of our audit, we will:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing opinions on the

effectiveness of the entity's internal control. However, we will communicate to you in writing any significant deficiencies or material weaknesses in internal control relevant to the audit of the basic financial statements that we have identified during the audit.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the basic financial statements, including the amounts and disclosures, and whether the basic financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with U.S. GAAS and *Government Auditing Standards*. Because we will not perform a detailed examination of all transactions, material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity, may not be detected. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not require auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management and those charged with governance of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management and those charged with governance of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting fraud or errors that are material to the financial statements and to preventing and detecting misstatements resulting from noncompliance with provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. An audit is not designed to provide assurance on internal control or to identify deficiencies, significant deficiencies, or material weaknesses in internal control. However, we will communicate to you in writing significant deficiencies or material weaknesses in internal control relevant to the audit of the basic financial statements that we identify during the audit that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the entity's compliance with the provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. However, the objective

of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

We will include in our report on internal control over financial reporting and on compliance relevant information about any identified or suspected instances of fraud and any identified or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements that may have occurred that are required to be communicated under *Government Auditing Standards*.

We are also responsible for communicating certain matters in accordance with the provisions of Chapter 10.550, Rules of the Auditor General, which govern the conduct of local governmental entity audits performed in the state of Florida. These matters will be communicated in the management letter.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Management responsibilities

Our audit will be conducted on the basis that you (management and, when appropriate, those charged with governance) acknowledge and understand that you have certain responsibilities that are fundamental to the conduct of an audit.

You are responsible for the preparation and fair presentation of the financial statements and RSI in accordance with U.S. GAAP. Management's responsibilities include the selection and application of accounting principles; recording and reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to correct material misstatements; and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for 12 months beyond the financial statement date.

You are responsible for the design, implementation, and maintenance of effective internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including evaluating and monitoring ongoing activities and safeguarding assets to help ensure that appropriate goals and objectives are met. You are responsible for the design, implementation, and maintenance of internal controls to prevent and detect fraud; assessing the risk that the financial statements may be materially misstated as a result of fraud; and for informing us about all known or suspected fraud affecting the entity involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for implementing systems designed to achieve compliance with applicable laws and regulations and the provisions of contracts and grant agreements; identifying and ensuring that the entity complies with applicable laws, regulations, contracts, and grant agreements; and informing us of all instances of identified or suspected noncompliance whose effects on the financial statements should be considered. You are responsible

for taking timely and appropriate steps to remedy any fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we may report.

You are responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including amounts and disclosures, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters, and for the accuracy and completeness of that information (including information from within and outside of the general and subsidiary ledgers), and for ensuring management information and financial information is reliable and properly reported; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence. You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements.

Management is responsible for providing us with a written confirmation concerning representations made by you and your staff to us in connection with the audit and the presentation of the basic financial statements and RSI. During our engagement, we will request information and explanations from you regarding, among other matters, the entity's activities, internal control, future plans, specific transactions, and accounting systems and procedures. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false representations could cause us to expend unnecessary effort or could cause a material fraud or error to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of misrepresentations made to us by you.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the "Audit objectives" section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Use of financial statements

The financial statements and our report thereon are for management's use. If you intend to reproduce and publish the financial statements and our report thereon, they must be reproduced in their entirety. Inclusion of the audited financial statements in a document, such as an annual report or an offering document, should be done only with our prior approval of the document. You are responsible to provide us the opportunity to review such documents before issuance.

If the parties (i.e., you and CLA) agree that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved with the contents of such documents. Such disclosure should read as follows:

CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website or submitted on a regulator website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

We may issue preliminary draft financial statements to you for your review. Any preliminary draft financial statements should not be relied on or distributed.

Mediation

Any disagreement, controversy, or claim ("Dispute") that may arise out of any aspect of our services or relationship with you, including this engagement, shall be submitted to non-binding mediation by written notice ("Mediation Notice") to the other party. In mediation, we will work with you to resolve any differences voluntarily with the aid of an impartial mediator.

The mediation will be conducted as specified by the mediator and agreed upon by the parties. The parties agree to discuss their differences in good faith and to attempt, with the assistance of the mediator, to reach an amicable resolution of the Dispute.

Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties.

Time limitation

The nature of our services makes it difficult, with the passage of time, to gather and present evidence that fully and fairly establishes the facts underlying any Dispute that may arise between the parties. The parties agree that, notwithstanding any statute or law of limitations that might otherwise apply to a Dispute, including one arising out of this agreement or the services performed under this agreement, for breach of contract or fiduciary duty, tort, fraud, misrepresentation or any other cause of action or remedy, any action or legal proceeding by you against us must be commenced within twenty-four (24) months ("Limitation Period") after the date when we deliver our final audit report under this agreement to you, regardless of whether we do other services for you relating to the audit report, or you shall be forever barred from commencing a lawsuit or obtaining any legal or equitable relief or recovery.

The Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of the existence or possible existence of a Dispute.

Fees

Our professional fees will be billed based on the time involved and the degree of responsibility and skills required. We will also bill for expenses (including internal and administrative charges) plus a technology and client support fee of five percent (5%) of all professional fees billed. Based on our preliminary estimates, the

total professional fees for the engagement should approximate \$27,710, which includes an estimate of \$2,860 for additional required audit procedures related to your GASB 87 – *Leases* implementation and disclosure review. The fee for auditing your leases will be variable dependent upon your implementation and the amount of lease transactions and schedules that must be audited. This estimate is based on anticipated cooperation from your personnel and their assistance with preparing confirmations and requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. If unexpected circumstances require significant additional time, we will advise you before undertaking work that would require a substantial increase in the fee and expense estimate. Our invoices, including applicable state and local taxes, will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not issued our reports. You will be obligated to compensate us for all time expended and related fees and to reimburse us for all out-of-pocket expenditures through the date of termination.

Unanticipated services

We do not anticipate encountering the need to perform additional services beyond those described in this letter. Below are listings of services considered to be outside the scope of our engagement. If any such service needs to be completed before the audit can proceed in an efficient manner, we will determine whether we can provide the service and maintain our independence. If appropriate, we will notify you and provide a fair and reasonable price for providing the service. We will bill you for the service at periodic dates after the additional service has been performed.

Bookkeeping services

Bookkeeping services are not audit services. Bookkeeping services include the following activities:

- Preparation of a trial balance
- Account reconciliations
- Bank statement reconciliations
- Capital asset accounting (e.g., calculating depreciation, identify capital assets for additions and deletions)
- Calculating accruals
- Analyzing transactions for proper recording
- Converting cash basis accounting records to accrual basis
- Preparation of financial statements and the related notes to the financial statements
- Processing immaterial adjustments through the financial statements

- Adjusting the financial statements for new activities and new disclosures

Additional work resulting from unanticipated changes in your organization or accounting records

If your organization undergoes significant changes in key personnel, accounting systems, and/or internal control, we are required to update our audit documentation and audit plan. The following are examples of situations that will require additional audit work:

- Revising documentation of your internal control for changes resulting from your implementation of new information systems
- Deterioration in the quality of the entity's accounting records during the current-year engagement in comparison to the prior-year engagement
- Significant new accounting issues
- Significant changes in your volume of business
- New or unusual transactions
- Changes in audit scope or requirements resulting from changes in your activities
- Erroneous or incomplete accounting records
- Evidence of material weaknesses or significant deficiencies in internal control
- Substantial increases in the number or significance of problem loans
- Regulatory examination matters
- Implementation or adoption of new or existing accounting, reporting, regulatory, or tax requirements
- New financial statement disclosures

Changes in engagement timing and assistance by your personnel

The fee estimate is based on anticipated cooperation from your personnel and their assistance with timely preparation of confirmations and requested schedules. If the requested items are not available on the dates required or are not accurate, we will advise management. Additional time and costs may be necessary because of such unanticipated delays. Examples of situations that may cause our estimated fee to increase include:

- Significant delays in responding to our requests for information such as reconciling variances or providing requested supporting documentation (e.g., invoices, contracts, and other documents)
- Rescheduling our fieldwork

- Schedule disruption caused by litigation, financial challenges (going concern), loan covenants (waivers), etc.
- Identifying a significant number of proposed audit adjustments
- Schedules prepared by your personnel that do not reconcile to the general ledger
- Numerous revisions to information and schedules provided by your personnel
- Restating financial statements for accounting errors in the prior year
- Lack of availability of entity personnel during audit fieldwork

Changes in accounting and audit standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in this letter increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.

Other fees

You also agree to compensate us for any time and expenses, including time and expenses of legal counsel, we may incur in responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings that we are asked to respond to on your behalf.

Finance charges and collection expenses

You agree that if any statement is not paid within 30 days from its billing date, the unpaid balance shall accrue interest at the monthly rate of one and one-quarter percent (1.25%), which is an annual percentage rate of 15%. In the event that any collection action is required to collect unpaid balances due us, reasonable attorney fees and expenses shall be recoverable.

Consent

Consent to use information for benchmarking analysis

In an effort to better serve the needs of our clients, we develop a variety of benchmark, performance indicator, and predictive analysis reports, using anonymized client data obtained from our audit, tax, and other engagements. Business and financial information that you provide to us may be combined with information from other clients and included within the aggregated data that we use in these reports. While some of these analytical reports will be published and released publicly, please be assured that the separate information that we obtain from you will remain confidential, as required by the AICPA Code of Professional Conduct.

Subcontractors

CLA may, at times, use subcontractors to perform services under this agreement, and they may have access to your information and records. Any such subcontractors will be subject to the same restrictions on the use of such information and records as apply to CLA under this agreement.

Agreement

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. This letter constitutes the entire agreement regarding these services and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and CLA. If you have any questions, please let us know. Please sign, date, and return this letter to us to indicate your acknowledgment and understanding of, and agreement with, the arrangements for our audit of your financial statements including the terms of our engagement and the parties' respective responsibilities.

Sincerely,

CliftonLarsonAllen LLP



Christopher Kessler, CPA
Principal
239-226-9900
Chris.Kessler@CLAconnect.com

Response:

This letter correctly sets forth the understanding of CLA

Authorized governance signature: _____

Title: Chair, District Board of Trustees

Date: _____

Authorized management signature: _____

Title: President

Date: _____

SCF Legal
5/4/22 SWP



CliftonLarsonAllen LLP
12800 University Drive, Suite 210
Fort Myers, FL 33907

phone 239-226-9900 fax 239-226-9950
CLAconnect.com

April 26, 2022

Board of Trustees and Management
State College of Florida Collegiate School, Venice Campus
8000 S. Tamiami Trail
Venice, Florida 34293

We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the audit services CliftonLarsonAllen LLP (“CLA,” “we,” “us,” and “our”) will provide for State College of Florida Collegiate School, Venice Campus (“you,” “your,” or “the entity”) for the year ended June 30, 2022.

Christopher Kessler is responsible for the performance of the audit engagement.

Scope of audit services

We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of State College of Florida Collegiate School, Venice Campus, as of and for the year ended June 30, 2022, and the related notes to the financial statements.

The Governmental Accounting Standards Board (GASB) provides for certain required supplementary information (RSI) to accompany the entity’s basic financial statements. The following RSI will be subjected to certain limited procedures, but will not be audited.

1. Management’s discussion and analysis.
2. Budgetary comparison schedules.

Audit objectives

The objectives of our audit are to obtain reasonable assurance about whether the basic financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors’ report that includes our opinions about whether your basic financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Our audit will be conducted in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require us to be independent of the entity and to meet our other ethical responsibilities, in accordance with the



CLA is an independent member of Nexia International, a leading, global network of independent accounting and consulting firms. See nexia.com/member-firm-disclaimer for details.

relevant ethical requirements relating to our audit. Our audit will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. We will apply certain limited procedures to the RSI in accordance with U.S. GAAS. However, we will not express an opinion or provide any assurance on the RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

We will issue a written report upon completion of our audit of your financial statements. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from the engagement. If our opinions on the financial statements is other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming opinions on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express opinions or issue a report, or withdrawing from the engagement.

We will also provide a report (which does not include an opinion) on internal control over financial reporting and on compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements, as required by *Government Auditing Standards*. The report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the entity is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit conducted in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Auditor responsibilities, procedures, and limitations

We will conduct our audit in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*. Those standards require that we exercise professional judgment and maintain professional skepticism throughout the planning and performance of the audit. As part of our audit, we will:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing opinions on the

effectiveness of the entity's internal control. However, we will communicate to you in writing any significant deficiencies or material weaknesses in internal control relevant to the audit of the basic financial statements that we have identified during the audit.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the basic financial statements, including the amounts and disclosures, and whether the basic financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with U.S. GAAS and *Government Auditing Standards*. Because we will not perform a detailed examination of all transactions, material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity, may not be detected. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not require auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management and those charged with governance of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management and those charged with governance of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting fraud or errors that are material to the financial statements and to preventing and detecting misstatements resulting from noncompliance with provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. An audit is not designed to provide assurance on internal control or to identify deficiencies, significant deficiencies, or material weaknesses in internal control. However, we will communicate to you in writing significant deficiencies or material weaknesses in internal control relevant to the audit of the basic financial statements that we identify during the audit that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the entity's compliance with the provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. However, the objective

of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

We will include in our report on internal control over financial reporting and on compliance relevant information about any identified or suspected instances of fraud and any identified or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements that may have occurred that are required to be communicated under *Government Auditing Standards*.

We are also responsible for communicating certain matters in accordance with the provisions of Chapter 10.550, Rules of the Auditor General, which govern the conduct of local governmental entity audits performed in the state of Florida. These matters will be communicated in the management letter.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Management responsibilities

Our audit will be conducted on the basis that you (management and, when appropriate, those charged with governance) acknowledge and understand that you have certain responsibilities that are fundamental to the conduct of an audit.

You are responsible for the preparation and fair presentation of the financial statements and RSI in accordance with U.S. GAAP. Management's responsibilities include the selection and application of accounting principles; recording and reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to correct material misstatements; and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for 12 months beyond the financial statement date.

You are responsible for the design, implementation, and maintenance of effective internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including evaluating and monitoring ongoing activities and safeguarding assets to help ensure that appropriate goals and objectives are met. You are responsible for the design, implementation, and maintenance of internal controls to prevent and detect fraud; assessing the risk that the financial statements may be materially misstated as a result of fraud; and for informing us about all known or suspected fraud affecting the entity involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for implementing systems designed to achieve compliance with applicable laws and regulations and the provisions of contracts and grant agreements; identifying and ensuring that the entity complies with applicable laws, regulations, contracts, and grant agreements; and informing us of all instances of identified or suspected noncompliance whose effects on the financial statements should be considered. You are responsible

for taking timely and appropriate steps to remedy any fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we may report.

You are responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including amounts and disclosures, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters, and for the accuracy and completeness of that information (including information from within and outside of the general and subsidiary ledgers), and for ensuring management information and financial information is reliable and properly reported; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence. You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements.

Management is responsible for providing us with a written confirmation concerning representations made by you and your staff to us in connection with the audit and the presentation of the basic financial statements and RSI. During our engagement, we will request information and explanations from you regarding, among other matters, the entity's activities, internal control, future plans, specific transactions, and accounting systems and procedures. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false representations could cause us to expend unnecessary effort or could cause a material fraud or error to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of misrepresentations made to us by you.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the "Audit objectives" section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Use of financial statements

The financial statements and our report thereon are for management's use. If you intend to reproduce and publish the financial statements and our report thereon, they must be reproduced in their entirety. Inclusion of the audited financial statements in a document, such as an annual report or an offering document, should be done only with our prior approval of the document. You are responsible to provide us the opportunity to review such documents before issuance.

If the parties (i.e., you and CLA) agree that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved with the contents of such documents. Such disclosure should read as follows:

CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website or submitted on a regulator website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

We may issue preliminary draft financial statements to you for your review. Any preliminary draft financial statements should not be relied on or distributed.

Mediation

Any disagreement, controversy, or claim (“Dispute”) that may arise out of any aspect of our services or relationship with you, including this engagement, shall be submitted to non-binding mediation by written notice (“Mediation Notice”) to the other party. In mediation, we will work with you to resolve any differences voluntarily with the aid of an impartial mediator.

The mediation will be conducted as specified by the mediator and agreed upon by the parties. The parties agree to discuss their differences in good faith and to attempt, with the assistance of the mediator, to reach an amicable resolution of the Dispute.

Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties.

Time limitation

The nature of our services makes it difficult, with the passage of time, to gather and present evidence that fully and fairly establishes the facts underlying any Dispute that may arise between the parties. The parties agree that, notwithstanding any statute or law of limitations that might otherwise apply to a Dispute, including one arising out of this agreement or the services performed under this agreement, for breach of contract or fiduciary duty, tort, fraud, misrepresentation or any other cause of action or remedy, any action or legal proceeding by you against us must be commenced within twenty-four (24) months (“Limitation Period”) after the date when we deliver our final audit report under this agreement to you, regardless of whether we do other services for you relating to the audit report, or you shall be forever barred from commencing a lawsuit or obtaining any legal or equitable relief or recovery.

The Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of the existence or possible existence of a Dispute.

Fees

Our professional fees will be billed based on the time involved and the degree of responsibility and skills required. We will also bill for expenses (including internal and administrative charges) plus a technology and client support fee of five percent (5%) of all professional fees billed. Based on our preliminary estimates, the

total professional fees for the engagement should approximate \$27,710, which includes an estimate of \$2,860 for additional required audit procedures related to your GASB 87 – *Leases* implementation and disclosure review. The fee for auditing your leases will be variable dependent upon your implementation and the amount of lease transactions and schedules that must be audited. This estimate is based on anticipated cooperation from your personnel and their assistance with preparing confirmations and requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. If unexpected circumstances require significant additional time, we will advise you before undertaking work that would require a substantial increase in the fee and expense estimate. Our invoices, including applicable state and local taxes, will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not issued our reports. You will be obligated to compensate us for all time expended and related fees and to reimburse us for all out-of-pocket expenditures through the date of termination.

Unanticipated services

We do not anticipate encountering the need to perform additional services beyond those described in this letter. Below are listings of services considered to be outside the scope of our engagement. If any such service needs to be completed before the audit can proceed in an efficient manner, we will determine whether we can provide the service and maintain our independence. If appropriate, we will notify you and provide a fair and reasonable price for providing the service. We will bill you for the service at periodic dates after the additional service has been performed.

Bookkeeping services

Bookkeeping services are not audit services. Bookkeeping services include the following activities:

- Preparation of a trial balance
- Account reconciliations
- Bank statement reconciliations
- Capital asset accounting (e.g., calculating depreciation, identify capital assets for additions and deletions)
- Calculating accruals
- Analyzing transactions for proper recording
- Converting cash basis accounting records to accrual basis
- Preparation of financial statements and the related notes to the financial statements
- Processing immaterial adjustments through the financial statements
- Adjusting the financial statements for new activities and new disclosures

Additional work resulting from unanticipated changes in your organization or accounting records

If your organization undergoes significant changes in key personnel, accounting systems, and/or internal control, we are required to update our audit documentation and audit plan. The following are examples of situations that will require additional audit work:

- Revising documentation of your internal control for changes resulting from your implementation of new information systems
- Deterioration in the quality of the entity's accounting records during the current-year engagement in comparison to the prior-year engagement
- Significant new accounting issues
- Significant changes in your volume of business
- New or unusual transactions
- Changes in audit scope or requirements resulting from changes in your activities
- Erroneous or incomplete accounting records
- Evidence of material weaknesses or significant deficiencies in internal control
- Substantial increases in the number or significance of problem loans
- Regulatory examination matters
- Implementation or adoption of new or existing accounting, reporting, regulatory, or tax requirements
- New financial statement disclosures

Changes in engagement timing and assistance by your personnel

The fee estimate is based on anticipated cooperation from your personnel and their assistance with timely preparation of confirmations and requested schedules. If the requested items are not available on the dates required or are not accurate, we will advise management. Additional time and costs may be necessary because of such unanticipated delays. Examples of situations that may cause our estimated fee to increase include:

- Significant delays in responding to our requests for information such as reconciling variances or providing requested supporting documentation (e.g., invoices, contracts, and other documents)
- Rescheduling our fieldwork

- Schedule disruption caused by litigation, financial challenges (going concern), loan covenants (waivers), etc.
- Identifying a significant number of proposed audit adjustments
- Schedules prepared by your personnel that do not reconcile to the general ledger
- Numerous revisions to information and schedules provided by your personnel
- Restating financial statements for accounting errors in the prior year
- Lack of availability of entity personnel during audit fieldwork

Changes in accounting and audit standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in this letter increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.

Other fees

You also agree to compensate us for any time and expenses, including time and expenses of legal counsel, we may incur in responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings that we are asked to respond to on your behalf.

Finance charges and collection expenses

You agree that if any statement is not paid within 30 days from its billing date, the unpaid balance shall accrue interest at the monthly rate of one and one-quarter percent (1.25%), which is an annual percentage rate of 15%. In the event that any collection action is required to collect unpaid balances due us, reasonable attorney fees and expenses shall be recoverable.

Consent

Consent to use information for benchmarking analysis

In an effort to better serve the needs of our clients, we develop a variety of benchmark, performance indicator, and predictive analysis reports, using anonymized client data obtained from our audit, tax, and other engagements. Business and financial information that you provide to us may be combined with information from other clients and included within the aggregated data that we use in these reports. While some of these analytical reports will be published and released publicly, please be assured that the separate information that we obtain from you will remain confidential, as required by the AICPA Code of Professional Conduct.

Subcontractors

CLA may, at times, use subcontractors to perform services under this agreement, and they may have access to your information and records. Any such subcontractors will be subject to the same restrictions on the use of such information and records as apply to CLA under this agreement.

Agreement

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. This letter constitutes the entire agreement regarding these services and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and CLA. If you have any questions, please let us know. Please sign, date, and return this letter to us to indicate your acknowledgment and understanding of, and agreement with, the arrangements for our audit of your financial statements including the terms of our engagement and the parties' respective responsibilities.

Sincerely,

CliftonLarsonAllen LLP



Christopher Kessler, CPA
Principal
239-226-9900
Chris.Kessler@CLAconnect.com

Response:

This letter correctly sets forth the understanding of CLA

Authorized governance signature: _____

Title: Chair, District Board of Trustees

Date: _____

Authorized management signature: _____

Title: President

Date: _____

SCF Legal
5/4/22 SWP

**STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA
GRANT PROPOSAL**

NO: 22-02	TITLE: The State College of Florida Cyber/IT Pathway: Reach! Teach! Train! Repeat!	FUNDS REQUESTED: \$ 294,480
SPONSORING AGENCY: The Florida Department of Education, via The Florida Center for Cybersecurity at the University of South Florida		SCF Cash Match: \$ 0
PROPOSERS: Ms. Deshjuana Bagley, SCF Coding Academy Director; Ms. Terri Clark, Dean, Lifelong Learning and Workforce Development		SCF In-Kind Match: \$ 0

College departments and participating personnel: Dr. Todd Fritch, Executive VP & Provost; Ms. Terri Clark, Dean, Lifelong Learning and Workforce Development; Dr. Ryan Hale, Acting VP Institutional Effectiveness; Ms. Deshjuana Bagley, SCF Coding Academy Director; Ms. Stephanie Cook, Assistant Dean, Science, Technology, Engineering & Mathematics; Mr. William Culver, Assistant Professor, Department Chair, Computer Science

GRANT SUMMARY:

The Computer Science and Information Technology AS program at State College of Florida, Manatee-Sarasota (SCF) and the SCF IT/Coding Academy (Coding Academy) offer technology education and training via Associate in Science degree programs, workforce certificates, industry certifications, and immersive skills-based bootcamps for credit, non-credit and CTE secondary students. Additionally, the Coding Academy offers STEM enrichment camps for elementary, middle, and high school students. With the Cyber/IT Pathways grant, SCF will enhance and expand existing efforts in academic and workforce development departments to promote and support the cybersecurity and information technology workforce through outreach, education, training, and marketing.

State College of Florida Cyber/IT Pathway: Reach! Teach! Train! Repeat! seeks \$294,480 from Cyber Florida: The Florida Center for Cybersecurity.

- Reach!: influence cybersecurity perceptions, awareness, knowledge, and confidence among 2nd-11th grade students during spring and summer enrichment camps using existing cybersecurity curriculum and emerging technologies and create ambassadors among K-12 educators.
- Teach!: improve cybersecurity and information technology industry certification exam pass rates among CTE (Career and Technical Education) secondary and postsecondary students by encouraging industry certification testing and attendance in certification review sessions.
- Train!: prepare more job seekers to gain NIST/NICE skills for careers in cybersecurity by providing instructional support and mentoring, while also removing financial barriers into the SCF AS Degree program and the SCF IT/Coding Academy programs.
- Repeat!: create marketing campaigns highlighting student outcomes and industry partnerships for increased awareness and recruitment of Cyber/IT opportunities at SCF with targeted marketing toward underrepresented groups.

If funded, the grant will run from June 15, 2022, to August 15, 2023, and provide funds for scholarships, software, minor equipment, teaching materials, contracted instructors, and a technology career and success coach.

Signature Page

Proposal # 22-02

	5/4/22	✓	
Area Administrator	Date	Approved	Disapproved
	5/4/22	✓	
Resource Development	Date	Approved	Disapproved
	5/4/2022	✓	
Acting VP for Institutional Effectiveness	Date	Approved	Disapproved
	5/4/22	✓	
Associate Provost for Academic and Faculty Affairs	Date	Approved	Disapproved
	5/4/2022	✓	
VP Student Services & Enrollment Management	Date	Approved	Disapproved
	5/4/22	✓	
VP Finance and Administrative Services	Date	Approved	Disapproved
	5/6/22	✓	
Executive VP & Provost	Date	Approved	Disapproved
	5-4-22	✓	
Director Human Resources	Date	Approved	Disapproved
_____ President	_____ Date	_____ Approved	_____ Disapproved
_____ Submitted to Board of Trustees	_____ Date	_____ Approved	_____ Disapproved

**OFFICE OF THE VICE PRESIDENT OF
FINANCE AND ADMINISTRATIVE SERVICES**

Julie Martin Jakway, Vice President

TO: State College of Florida, Manatee – Sarasota
District Board of Trustees

FROM: Julie Martin Jakway
Vice President of Finance and Administrative Services

SUBJECT: *Monthly Financial Report – March 2022*

Two Year Programs

The report for Two Year Programs presents the Budget and Year-To-Date Revenue and Expense for this fiscal year and last fiscal year as of March 31, 2022.

Student Fees revenue for the current year decreased 4% from the same period last year. Other Student Fees revenue increased by 8% over Other Student Fees reported through March of last year. Support from Local Government decreased by 7% over Support from Local Government through March of last year. This decrease is due to a decrease in number of students and credit hours enrolled in dual enrollment programs, college-wide. State Support increased by 6% over State Support through March of last year. Last year, State Support at this point in the year was unusually low due to a 6% State appropriation holdback.

In the category of Expenses, overall Personnel costs are 3% lower as compared to last March. Services expense increased 28% and Materials and Supplies expense increased 15% compared to March of last year. Other Current Charges decreased 8% compared to the same category through March of last year. This decrease is due to a reduction of Fee Waivers (due to decreased enrollment) and reclassified CARES Act expenses. Capital Outlay in March was \$174,477 compared to \$50,235 last March. Most of this increase is due to purchase of a new passenger van and a new cargo van.

With this fiscal year 75% complete, personnel costs are at 60% of the amount budgeted for the current year, less than the three-year average of 68% for this time of year. Current expenses represent 52% of the amount budgeted, equal to the three-year average of 52% for this time of year.

In summary, with the year 75% complete:

- Year-To-Date Actual Revenue is 76% of the Adjusted Budget, which is less than the three-year average of 78% for this time of year.
- Year-To-Date Actual Expense is 58% of the Adjusted Budget, which is less than the three-year average of 63% for this time of year.
- Revenues are greater and expenses are less than what would be expected as a percentage of budget basis.

Baccalaureate Programs

Total Revenue for Baccalaureate Programs consists of Student Fees, Other Student Fees, and Other Revenue. Total Revenue as of March 31, 2022, totaled \$1,340,593, compared to the three-year average of \$1,327,465. Student Fees revenue is \$1,221,783 and Other Student Fees is \$116,292, compared to the three-year average of \$1,181,778 and \$127,509, respectively, for this time of year. Other Revenue is \$2,518 compared to the three-year average of \$18,178 for this time of year.

Total Expense for Baccalaureate Programs consists of Personnel, Current and Capital Outlay expenses. Total Expense is \$741,882 with Personnel totaling \$651,184 and Current Expense totaling \$90,698, compared to the three-year average of \$934,903, \$849,517, and \$85,386, respectively, for this time of year. There were no Capital Outlay expenses through the month of March 2022.

On a percentage basis, Total Revenue is 80% of that budgeted, slightly less than the three-year average of 81% for this time of year. Total Expense is 44% of that budgeted compared to the three-year average of 57% for this time of year.

Collegiate School – Bradenton Campus

Total Revenue for Collegiate School – Bradenton Campus consists of Support from Local Government, State Support, Federal Support, and Other Revenue. Total Revenue as of March 31, 2022, totaled \$3,136,208 compared to the three-year average of \$3,017,294. Support from Local Government is \$2,932,740 compared to the three-year average of \$2,714,671 for this time of year. State Support is \$177,429 compared to the three-year average of \$239,688 for this time of year. Federal Support is \$18,291 compared to the three-year average of \$3,831 for this time of year. Other Revenue is \$7,748 compared to the three-year average of \$60,380 for this time of year. This is due to lower interest rates in the current year.

Total Expense for Collegiate School – Bradenton Campus consists of Personnel, Current and Capital Outlay expenses. Total Expense is \$2,688,123, with Personnel totaling \$1,624,073, Current Expense totaling \$743,185, and Capital Outlay expenses totaling \$320,865 during the period. These figures compare to the three-year averages of \$2,370,184 \$1,461,834, \$751,978, and \$156,373, respectively, for this time of year.

On a percentage basis, Total Revenue is 67% of that budgeted, lower than the three-year average of 74% for this time of year. Total Expense is 55% of that budgeted, less than the three-year average of 56% for this time of year.

Collegiate School – Venice Campus

Total Revenue for Collegiate School – Venice Campus consists of Support from Local Government, State Support, Federal Support, Other Revenue, and Transfers from Other Funds. Total Revenue as of March 31, 2022, totaled \$1,071,454 compared to \$933,156 during the same period last year. Through March 31, 2022, Support from Local Government is \$976,517, State Support is \$28,474, Federal Support is \$64,701, and Other Revenue is \$1,762. Last year's figures were \$570,733, \$0, \$237,379, and \$44, respectively. Last year, the Collegiate School also received \$125,000, transferred from the College's Auxiliary Fund.

Total Expense for Collegiate School – Venice Campus consists of Personnel, Current and Capital Outlay expenses. Total Expense are \$1,221,888, with Personnel totaling \$553,878 and Current Expense totaling \$299,671. Capital Outlay expenses totaled \$368,338 during the period. These figures compare to \$587,688, \$202,532, \$325,956, and \$59,200, respectively, during the same period last year.

On a percentage basis, Total Revenue is 74% of that budgeted, prior year Total Revenue was 60% for this time of year. Total Expense is 46% of that budgeted, prior year was 37% for this time of year.

State College of Florida
Two Year Revenue and Expense Comparison Report
FY 2021-22 vs. FY 2020-21
Lower Level Programs - Fund 11000

AC Type Description	March 31, 2022				March 31, 2021				Percent Change CY YTD Actual/ PY YTD Actual
	Orig Budget	Adj Budget	YTD Actual	YTD Actual / Adj Budget	Orig Budget	Adj Budget	YTD Actual	YTD Actual / Adj Budget	
Revenue									
41 Student Fees	14,900,550	14,900,550	13,233,024	89%	15,244,019	15,244,019	13,781,889	90%	-4%
42 Other Student Fees	2,800,718	3,089,292	2,761,110	89%	3,061,538	3,061,538	2,564,226	84%	8%
43 Support From Local Government [1]	1,879,686	1,879,686	1,416,669	75%	1,749,600	1,749,600	1,529,359	87%	-7%
44 State Support	26,325,874	26,421,874	18,389,889	70%	26,063,878	26,063,878	17,281,159	66%	6%
45 Federal Support	3,900,000	2,560,000	1,387,850	54%	67,764	458,764	389,116		
46 Gifts, Private Grants & Contracts	0	0	0		27,790	27,790	9,629	35%	
47 Sales and Services Department	456,972	492,742	393,818	80%	588,377	588,377	317,202	54%	24%
49 Other Revenue [2]	110,455	130,455	109,955	84%	243,804	178,804	75,118	42%	46%
4A Non-Revenue Receipts [3]	1,255,548	2,597,048	2,129,425	82%	374,128	4,174,128	1,792,231	43%	19%
Total : Revenue	51,629,803	52,071,647	39,821,741	76%	47,420,898	51,546,898	37,739,929	73%	6%
Grand Total : Revenue	51,629,803	52,071,647	39,821,741	76%	47,420,898	51,546,898	37,739,929	73%	6%
Expense									
Personnel									
51 Salaries-Full Time & Perm Part Time	24,527,543	24,136,528	15,973,177	66%	24,372,958	24,866,434	16,933,640	68%	-6%
52 Other Personnel Exp P/T (Non-Perm)	3,809,109	3,886,909	2,067,819	53%	3,909,273	3,895,298	2,231,477	57%	-7%
53 Personnel Benefits	11,556,591	11,993,307	5,968,093	50%	9,650,374	10,240,107	5,700,179	56%	5%
Total : Personnel	39,893,243	40,016,744	24,009,089	60%	37,932,605	39,001,839	24,865,296	64%	-3%
Current Expense									
61 Services [4]	10,251,215	10,229,001	6,064,998	59%	9,582,284	9,708,739	4,723,347	49%	28%
62 Materials and Supplies	3,776,456	3,758,987	1,932,592	51%	3,685,237	3,614,374	1,673,826	46%	15%
63 Other Current Charges [5]	3,012,667	3,029,107	885,273	29%	2,810,635	2,738,702	964,536	35%	-8%
Total : Current Expense	17,040,338	17,017,095	8,882,863	52%	16,078,157	16,061,815	7,361,709	46%	21%
Transfers									
69 Other Transfers	0	0	0		805,975	805,975	0	0%	0%
Total : Transfers	0	0	0		805,975	805,975	0	0%	0%
Capital									
71 Capital Outlay	26,845	248,431	174,477	70%	10,000	76,256	50,235	66%	
Total : Capital	26,845	248,431	174,477	70%	10,000	76,256	50,235	66%	
Grand Total : Expense	56,960,426	57,282,270	33,066,429	58%	54,826,737	55,945,885	32,277,240	58%	2%

[1] Dual enrollment revenue
[2] Includes interest and dividends, fines and penalties, bad debt recoveries and miscellaneous revenue
[3] Includes non-mandatory transfers in, proceeds from fixed asset sales, over and short, lost revenue recovery from CARES
[4] Includes travel, postage, phone, printing, repairs, service agreements, utilities, advertising, temp svcs, consultants and professional fees, and contractors
[5] Includes central store, scholarships, fee waivers, bad debt expense, unemployment comp and uninsured losses

State College of Florida
Two Year Revenue and Expense Comparison Report
FY 2021-22 vs. FY 2020-21
Upper Level Programs - Fund 12000

AC Type Description	March 31, 2022						March 31, 2021					
	Orig Budget			Adj Budget			Orig Budget			Adj Budget		
	YTD Actual	YTD Actual	Percent YTD Actual / Adj Budget	YTD Actual	YTD Actual	Percent YTD Actual / Adj Budget	YTD Actual	YTD Actual	Percent YTD Actual / Adj Budget	YTD Actual	YTD Actual	Percent Change CY YTD Actual / PY YTD Actual
Revenue												
41 Student Fees	1,368,210	1,368,210	1,221,783	89%	1,316,515	1,366,647	1,304,511	95%				-6%
42 Other Student Fees	126,173	126,173	116,292	92%	133,699	133,699	128,131	96%				-9%
44 State Support	178,164	178,164	0	0%	178,164	178,164	0	0%				0%
49 Other Revenue [1]	2,897	2,897	2,518	87%	34,523	9,523	2,302	24%				9%
Total : Revenue	1,675,444	1,675,444	1,340,593	80%	1,662,901	1,688,033	1,434,944	85%				-7%
Grand Total : Revenue	1,675,444	1,675,444	1,340,593	80%	1,662,901	1,688,033	1,434,944	85%				-7%
Expense												
Personnel												
51 Salaries-Full Time & Perm Part Time	826,011	826,011	270,781	33%	785,061	785,061	395,366	50%				-32%
52 Other Personnel Exp P/T (Non-Perm)	367,000	367,000	307,128	84%	357,000	357,000	270,648	76%				13%
53 Personnel Benefits	305,502	305,502	73,275	24%	386,645	386,645	105,329	27%				-30%
Total : Personnel	1,498,513	1,498,513	651,184	43%	1,528,706	1,528,706	771,343	50%				-16%
Current Expense												
61 Services [2]	30,650	21,075	4,765	23%	29,650	27,849	4,641	17%				3%
62 Materials and Supplies	83,545	83,059	49,767	60%	84,545	84,545	70,136	83%				27%
63 Other Current Charges [3]	62,736	62,736	36,167	58%	20,000	70,000	28,378	41%				-12%
Total : Current Expense	176,931	166,870	90,698	54%	134,195	182,394	103,155	57%				
Capital												
71 Capital Outlay	0	10,061	0	0%	0	1,801	0	0%				
Total : Capital	0	10,061	0	0%	0	1,801	0	0%				
Grand Total : Expense	1,675,444	1,675,444	741,882	44%	1,662,901	1,712,901	874,498	51%				-15%

[1] Includes interest and dividends, fines and penalties, bad debt recoveries and miscellaneous revenue
[2] Includes travel, postage, phone, printing, repairs, service agreements, utilities, advertising, temp svcs, consultants and professional fees, and contractors
[3] Includes central store, scholarships, fee waivers and bad debt expense

**BUDGET AMENDMENT REQUEST
STATE COLLEGE OF FLORIDA, MANATEE - SARASOTA**

**RESOLUTION NUMBER: Thirty-four (34)
AMENDMENT NUMBER: Thirty-four (34)**

**FISCAL YEAR: 2021-22
March 2022**

FUND NAME: CURRENT UNRESTRICTED

FUND NUMBER: 11000

CATEGORY	PRESENT BUDGET	INCREASE	DECREASE	REVISED BUDGET
Beginning Fund Balance	\$ 11,417,698	\$	\$	\$ 11,417,698
REVENUES	51,945,303	126,344 <a>		52,071,647
TOTAL TO BE ACCOUNTED FOR	\$ 63,363,001 =====	\$ 126,344 =====	\$ 0 =====	\$ 63,489,345 =====
SALARIES	\$ 40,016,744	\$	\$	\$ 40,016,744
CURRENT EXPENSES	17,010,547	86,548 		17,097,095
CAPITAL OUTLAY	248,635		204 <c>	248,431
ENDING FUND BALANCE	6,087,075	40,000 <d>		6,127,075
TOTAL ACCOUNTED FOR	\$ 63,363,001 =====	\$ 126,548 =====	\$ 204 =====	\$ 63,489,345 =====

JUSTIFICATION:

<a> The \$126,344 increase in Revenue is due to:	
Increases in Miscellaneous Revenue and Lifelong Learning budget authority	\$ 120,000
Increases in Coding Academy budget authority	2,574
Increases in Health Sciences budget authority	3,770
	\$ <u>126,344</u>
 The \$86,548 increase in Current Expenses is due to:	
Increases in Miscellaneous Revenue and Lifelong Learning budget authority	\$ 80,000
Increases in Coding Academy budget authority	2,574
Increases in Health Sciences budget authority	3,770
Increase travel budget for campus site visits	204
	\$ <u>86,548</u>
<c> The \$204 decrease in Capital Outlay is due to:	
Increase travel budget for campus site visits	\$ (204)
	\$ <u>(204)</u>
<d> The \$40,000 increase in Fund Balance is due to:	
Increases in Miscellaneous Revenue and Lifelong Learning budget authority	40,000
	<u>40,000</u>

**BUDGET AMENDMENT REQUEST
STATE COLLEGE OF FLORIDA, MANATEE - SARASOTA**

RESOLUTION NUMBER: Thirty-five (35)
AMENDMENT NUMBER: Thirty-five (35)

FISCAL YEAR: 2021-22
March 2022

FUND NAME: Upper Division Fund

FUND NUMBER: 12000

CATEGORY	PRESENT BUDGET	INCREASE	DECREASE	REVISED BUDGET
Beginning Fund Balance	\$ 2,155,230	\$	\$	\$ 2,155,230
REVENUES	1,675,444			1,675,444
TOTAL TO BE ACCOUNTED FOR	<u>\$ 3,830,674</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 3,830,674</u>
SALARIES	\$ 1,498,513	\$	\$	\$ 1,498,513
CURRENT EXPENSES	176,931		10,061 <a>	166,870
CAPITAL OUTLAY	0	10,061 		10,061
ENDING FUND BALANCE	<u>2,155,230</u>			<u>2,155,230</u>
TOTAL ACCOUNTED FOR	<u>\$ 3,830,674</u>	<u>\$ 10,061</u>	<u>\$ 10,061</u>	<u>\$ 3,830,674</u>

JUSTIFICATION:

<a> The \$10,061 decrease in Current Expenses is due to:
Amend Nursing budget for the purchase of EchoMasks

\$ (10,061)
\$ (10,061)

 The \$10,061 increase in Capital Outlay is due to:
Amend Nursing budget for the purchase of EchoMasks

\$ 10,061
\$ 10,061

**BUDGET AMENDMENT REQUEST
STATE COLLEGE OF FLORIDA, MANATEE - SARASOTA**

**RESOLUTION NUMBER: Thirty-six (36)
AMENDMENT NUMBER: Thirty-six (36)**

**FISCAL YEAR: 2021-22
March 2022**

FUND NAME: GENERAL RESTRICTED

FUND NUMBER: TWO

CATEGORY	PRESENT BUDGET	INCREASE	DECREASE	REVISED BUDGET
Beginning Fund Balance	\$ 1,637,477	\$	\$	\$ 1,637,477
REVENUES	24,909,826			24,909,826
TOTAL TO BE ACCOUNTED FOR	\$ 26,547,303	\$ 0	\$ 0	\$ 26,547,303
SALARIES	\$ 4,036,197	\$	\$ 5,000 <a>	\$ 4,031,197
CURRENT EXPENSES	19,718,299	478 		19,718,777
CAPITAL OUTLAY	1,289,872	4,522 <c>		1,294,394
ENDING FUND BALANCE	1,502,935	0		1,502,935
TOTAL ACCOUNTED FOR	\$ 26,547,303	\$ 5,000	\$ 5,000	\$ 26,547,303

JUSTIFICATION:

<a> The \$5,000 decrease in Salaries Expense is due to: Reallocate TRIO-SSS grant budget for temporary employees, travel, and copying budget	<u>(5,000)</u> \$ <u>(5,000)</u>
 The \$478 net increase in Current Expense is due to: Reallocate CARES-SIP funds for equipment purchases Reallocate TRIO-SSS grant budget for temporary employees, travel, and copying budget Purchase firewall software for 26 West Reallocate SABR funds for Music Equipment purchases	<u>(4,257)</u> 5,000 4,000 <u>(4,265)</u> \$ <u>478</u>
<c> The \$4,522 net increase in Capital Outlay is due to: Reallocate CARES-SIP funds for equipment purchases Purchase firewall software for 26 West Reallocate SABR funds for Music Equipment purchases	4,257 <u>(4,000)</u> 4,265 \$ <u>4,522</u>

**BUDGET AMENDMENT REQUEST
STATE COLLEGE OF FLORIDA, MANATEE - SARASOTA**

RESOLUTION NUMBER: Thirty-seven (37)
AMENDMENT NUMBER: Thirty-seven (37)

FISCAL YEAR: 2021-22
March 2022

FUND NAME: COLLEGIATE SCHOOL-VC

FUND NUMBER: 23001

CATEGORY	PRESENT BUDGET	INCREASE	DECREASE	REVISED BUDGET
Beginning Fund Balance	\$ 207,623	\$	\$	\$ 207,623
REVENUES	1,555,719	148,458 <a>		1,704,177
TOTAL TO BE ACCOUNTED FOR	\$ 1,763,342	\$ 148,458	\$ 0	\$ 1,911,800
SALARIES	\$ 887,937	\$		\$ 887,937
CURRENT EXPENSES	653,872	50,000 		703,872
CAPITAL OUTLAY	242,026			242,026
ENDING FUND BALANCE	(20,493)	98,458 <c>		77,965
TOTAL ACCOUNTED FOR	\$ 1,763,342	\$ 148,458	\$ 0	1,911,800

JUSTIFICATION:

<a> The \$148,458 increase in Revenue is due to:
Increase in dual enrollment at Venice Collegiate School

\$ 148,458
\$ 148,458

 The \$50,000 increase in Salary Expense is due to:
Increase in dual enrollment at Venice Collegiate School

\$ 50,000
\$ 50,000

<c> The \$98,458 increase in Ending Fund Balance is due to:
Increase in dual enrollment at Venice Collegiate School

\$ 98,458
\$ 98,458

**BUDGET AMENDMENT REQUEST
STATE COLLEGE OF FLORIDA, MANATEE - SARASOTA**

**RESOLUTION NUMBER: Thirty-eight (38)
AMENDMENT NUMBER: Thirty-eight (38)**

**FISCAL YEAR: 2021-22
March 2022**

FUND NAME: UNEXPENDED PLANT FUND

FUND NUMBER: SEVEN

CATEGORY	PRESENT			REVISED
	BUDGET	INCREASE	DECREASE	BUDGET
Beginning Fund Balance	\$ 19,041,695	\$	\$	\$ 19,041,695
REVENUES	20,912,790	166,168 <a>		21,078,958
TOTAL TO BE ACCOUNTED FOR	\$ 39,954,485	\$ 166,168	\$ 0	\$ 40,120,653
SALARIES	\$ 0	\$	\$	0
CURRENT EXPENSES	730,362	239,350 		969,712
CAPITAL OUTLAY	31,523,300	308,566 <c>		31,831,866
ENDING FUND BALANCE	7,700,823		381,748 <d>	7,319,075
TOTAL ACCOUNTED FOR	\$ 39,954,485	\$ 547,916	\$ 381,748	\$ 40,120,653

JUSTIFICATION:

<a> The \$166,168 increase in Revenue is due to:

Establish 2020-21 carryforward budget for Sales Tax grant	\$ 166,168
	<u>\$ 166,168</u>

 The \$239,350 net increase in Current Expenses is due to:

Amend budget for Building 2 Dental Hygeine purchases	\$ (3,297)
Amend IT budget for Tech Refresh purchases	63,000
Close out CIFs for Performing Arts Studio, Volleyball courts, Bldg 5 renovations, and the SPA	(9,979)
Amend budget for purchase of furniture for SCFCS_VC	35,288
Establish 2020-21 carryforward budget for Sales Tax grant	141,420
Closeout PECO Building 19 renovations project	(27,988)
Establish CIF for Radiology x-ray machines	40,906
	<u>\$ 239,350</u>

<c> The \$308,566 net increase in Capital Outlay is due to:

Amend budget for Building 2 Dental Hygeine purchases	\$ 3,297
Amend IT budget for Tech Refresh purchases	(63,000)
Close out CIFs for Performing Arts Studio, Volleyball courts, Bldg 5 renovations, and the SPA	(56,042)
Establish CIF for Bradenton Chiller repairs	50,000
Amend budget for purchase of furniture for SCFCS_VC	(35,288)
Establish 2020-21 carryforward budget for Sales Tax grant	178,820
Closeout PECO Building 19 renovations project	(178,315)
Establish CIF for Radiology x-ray machines	409,094
	<u>\$ 308,566</u>

<d> The \$381,748 net decrease in Ending Fund Balance is due to:

Close out CIFs for Performing Arts Studio, Volleyball courts, Bldg 5 renovations, and the SPA	\$ 66,021
Establish CIF for Bradenton Chiller repairs	(50,000)
Establish 2020-21 carryforward budget for Sales Tax grant	(154,072)
Closeout PECO Building 19 renovations project	206,303
Establish CIF for Radiology x-ray machines	(450,000)
	<u>\$ (381,748)</u>

State College of Florida
Two Year Revenue and Expense Comparison Report
FY 2021-22 vs. FY 2020-21
Collegiate School - Bradenton Campus

AC Type	Description	March 31, 2022				March 31, 2021				Percent YTD Actual / Adj. Budget	Percent YTD Actual / Adj. Budget	Percent Change CY YTD Actual / PY YTD Actual
		Orig Budget	Adj Budget	YTD Actual	YTD Actual / Adj. Budget	Orig Budget	Adj Budget	YTD Actual	YTD Actual / Adj. Budget			
	Revenue											
43	Support From Local Government [1]	3,773,276	4,182,018	2,932,740	70%	3,834,031	3,834,031	2,677,049	70%		10%	
44	State Support [2]	271,540	271,540	177,429	65%	40	265,040	193,435			-8%	
45	Federal Support [3]	11,268	387,858	18,291	5%	11,268	20,598	4,445	22%			
49	Other Revenue [4]	79,430	79,430	7,748	10%	2,141	10,141	8,009			-3%	
	Total : Revenue	4,135,514	4,920,846	3,136,208	64%	3,847,480	4,129,810	2,882,937	70%		9%	
	Grand Total : Revenue	4,135,514	4,920,846	3,136,208	64%	3,847,480	4,129,810	2,882,937	70%		9%	
	Expense											
	Personnel											
51	Salaries-Full Time & Perm Part Time	1,672,826	1,991,791	1,147,680	58%	1,641,483	1,616,483	1,071,055	66%		7%	
52	Other Personnel Exp P/T (Non-Perm)	74,520	75,520	68,609	91%	59,200	82,650	69,535	84%		-1%	
53	Personnel Benefits	752,885	752,885	407,783	54%	713,946	713,946	375,375	53%		9%	
	Total : Personnel	2,500,231	2,820,196	1,624,073	58%	2,414,629	2,413,079	1,515,965	63%		7%	
	Current Expense											
61	Services [5]	1,113,477	1,253,055	486,601	39%	1,055,796	1,032,996	599,324	58%		-19%	
62	Materials and Supplies	367,342	307,263	256,584	84%	367,119	384,649	255,501	66%		0%	
	Total : Current Expense	1,480,819	1,560,319	743,185	48%	1,422,915	1,417,645	854,825	60%		-13%	
	Capital											
71	Capital Outlay	292,241	541,304	320,865	59%	25,000	466,150	81,771	18%		18%	
	Total : Capital	292,241	541,304	320,865	59%	25,000	466,150	81,771	18%		18%	
	Grand Total : Expense	4,273,291	4,921,819	2,688,123	55%	3,862,544	4,296,874	2,452,561	57%		10%	

[1] Includes revenue from Manatee County school district
 [2] Includes capital funding from Manatee County school district
 [3] Includes grant revenue
 [4] Includes interest and dividend, teacher supply funds and Best & Brightest Scholarships awarded by Manatee County school board.
 [5] Includes travel, postage, printing, lease, insurance, contracted services (including DE), and professional fees

State College of Florida
Two Year Revenue and Expense Comparison Report
FY 2021-22 vs. FY 2020-21
Collegiate School - Venice Campus

AC Type Description	March 31, 2022				March 31, 2021					
	Orig Budget	Adj Budget	YTD Actual	YTD Actual / Adj Budget	Percent	Orig Budget	Adj Budget	YTD Actual	YTD Actual / Adj Budget	Percent
Revenue										
43 Support From Local Government [1]	1,408,550	1,228,318	976,517	80%	758,684	758,684	570,733	75%		
44 State Support [2]	0	31,205	28,474		0	0	0			
45 Federal Support [3]	128,674	195,125	64,701	33%	547,823	547,823	237,379	43%		
49 Other Revenue [4]	0	1,749	1,762	101%	0	0	44			
4A Non-Revenue Receipts	0	135,000	0	0%	114,013	239,013	125,000	52%		
Total : Revenue	1,537,224	1,591,397	1,071,454	67%	1,420,520	1,545,520	933,156	60%		
Grand Total : Revenue	1,537,224	1,591,397	1,071,454	67%	1,420,520	1,545,520	933,156	60%		
Expense										
Personnel										
51 Salaries-Full Time & Perm Part Time	620,775	577,275	394,631	68%	232,283	278,858	154,044	55%		
52 Other Personnel Exp P/T (Non-Perm)	6,000	25,000	21,275	85%	6,000	0	0			
53 Personnel Benefits	246,162	246,362	137,972	56%	81,914	91,757	48,488	53%		
Total : Personnel	872,937	848,637	553,878	65%	320,197	370,615	202,532	55%		
Current Expense										
61 Services [5]	400,328	292,473	135,037	46%	456,246	423,773	159,948	38%		
62 Materials and Supplies	250,478	324,065	102,732	32%	383,854	416,409	166,009	40%		
Total : Current Expense	650,806	616,538	237,769	39%	840,100	840,182	325,956	39%		
Capital										
71 Capital Outlay	240,346	1,237,632	368,338	30%	308,606	383,106	59,200	15%		
Total : Capital	240,346	1,237,632	368,338	30%	308,606	383,106	59,200	15%		
Grand Total : Expense	1,764,089	2,702,807	1,159,985	43%	1,468,903	1,593,903	587,688	37%		

[1] Includes revenue from Sarasota County school district

[2] Includes capital funding from Sarasota County school district

[3] Includes grant revenue

[4] Includes interest and dividends revenue

[5] Includes travel, postage, printing, lease, insurance, contracted services (including DE), and professional fees
Includes teacher supply funds and Best & Brightest Scholarships awarded by Sarasota County school board.
Includes capital funding from Sarasota County school district

ACCEPTANCE OF GIFTS AND GRANTS

It is respectfully requested the District Board of Trustees of State College of Florida, Manatee-Sarasota accept and approve the following gifts and grants.

March 2022

<u>DONOR/GRANTOR</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
<u>Gifts:</u>		
No gifts received		
<u>Grants:</u>		
United States Department of Education		
March YTD Revenue	753,792	
February YTD Revenue	761,724	
Change for Month of March	(7,932)	Pell Grant 2020-2021
March YTD Revenue	10,018,763	
February YTD Revenue	9,573,495	
Change for Month of March	445,267	Pell Grant 2021-2022
Total Received - Gifts	-	
Total Received (Returned) - Pell Grant	437,335	

PROPERTY DISPOSAL

(Complete and route to Vice President, Finance & Administrative Services)



Proposed by Nathan Wellman
Name

Date 4/29/2022

Manager, Business Operations
Title

DESCRIPTION OF ITEM	DECAL	PURCHASE PRICE	PURCHASE DATE	REASON FOR DISPOSAL	METHOD OF DISPOSAL
Epson Projector	023269	\$4,084.00	10/22/2001	Obsolete	E-Scrap
Hitachi Projector	024184	\$3,967.61	4/22/2003	Obsolete	E-Scrap
Hitachi Projector	024216	\$2,950.00	12/16/2002	Obsolete	E-Scrap
Network Switch	024247	\$1,752.83	4/22/2003	Obsolete	E-Scrap
Media Link Switcher	024586	\$1,379.00	1/30/2003	Obsolete	E-Scrap
Mediatech Lectern	024590	\$1,350.00	1/30/2003	Obsolete	GovDeals
Hitachi Projector	024788	\$3,834.00	6/29/2003	Obsolete	E-Scrap
MediaTech Lectern	024800	\$1,734.00	6/29/2003	Obsolete	GovDeals
MediaLink Switcher	024801	\$1,787.01	6/29/2003	Obsolete	E-Scrap
Mediatech Lectern	024802	\$1,758.01	6/29/2003	Obsolete	GovDeals
Notebook PC Cart	025196	\$1,577.88	2/25/2004	Obsolete	GovDeals
Hitachi Projector	025335	\$3,612.80	6/14/2004	Obsolete	E-Scrap
Elmo Document Camera	025338	\$3,274.80	6/14/2004	Obsolete	E-Scrap
Hitachi Projector	025339	\$3,612.80	6/14/2004	Obsolete	E-Scrap
Extron Switcher	025341	\$1,229.12	6/14/2004	Obsolete	E-Scrap
Elmo Document Camera	025342	\$3,274.80	6/14/2004	Obsolete	E-Scrap
Hitachi Projector	025344	\$3,612.80	6/14/2004	Obsolete	E-Scrap
Mediatech Lectern	025345	\$1,895.68	6/14/2004	Obsolete	GovDeals
Extron Switcher	025346	\$1,229.12	6/14/2004	Obsolete	E-Scrap
Extron Switcher	025348	\$1,229.12	6/14/2004	Obsolete	E-Scrap
42" Plasma Screen	026385	\$2,387.19	2/13/2006	Obsolete	E-Scrap
Notebook PC Cart	026904	\$1,400.00	6/28/2007	Obsolete	GovDeals
Elmo Visual Presenter	026907	\$1,726.67	7/16/2007	Obsolete	E-Scrap
Symposium Display	027064	\$1,785.05	9/10/2007	Obsolete	E-Scrap
Hitachi Projector	027104	\$3,749.44	10/15/2007	Obsolete	E-Scrap
Latitude E6500 Laptop	028160	\$1,028.60	1/26/2010	Tech Refresh	E-Scrap
Latitude E5500 Laptop	028253	\$924.41	2/18/2010	Tech Refresh	E-Scrap
Latitude E5500 Laptop	028255	\$924.41	2/18/2010	Tech Refresh	E-Scrap
Latitude E5500 Laptop	028269	\$924.41	2/18/2010	Tech Refresh	E-Scrap
MacBook Pro 15"	028390	\$1,507.16	5/13/2010	Obsolete	E-Scrap
Latitude E6500 Laptop	028496	\$1,138.20	5/12/2010	Tech Refresh	E-Scrap
OptiPlex 780 MiniTower	028726	\$1,112.77	8/16/2010	Tech Refresh	E-Scrap
OptiPlex 780 MiniTower	028732	\$1,112.77	8/16/2010	Tech Refresh	E-Scrap
OptiPlex 780 MiniTower	028740	\$764.57	8/9/2010	Tech Refresh	E-Scrap
OptiPlex 780 MiniTower	028745	\$764.57	8/9/2010	Tech Refresh	E-Scrap
OptiPlex 780 MiniTower	028750	\$764.57	8/9/2010	Tech Refresh	E-Scrap
OptiPlex 780 MiniTower	028778	\$764.57	8/9/2010	Tech Refresh	E-Scrap
OptiPlex 780 MiniTower	028779	\$764.57	8/9/2010	Tech Refresh	E-Scrap
OptiPlex 780 MiniTower	028782	\$764.57	8/9/2010	Tech Refresh	E-Scrap
OptiPlex 780 MiniTower	028783	\$764.57	8/9/2010	Tech Refresh	E-Scrap
OptiPlex 780 MiniTower	028803	\$764.57	8/9/2010	Tech Refresh	E-Scrap
Latitude E6510 Laptop	028820	\$931.80	9/9/2010	Tech Refresh	E-Scrap
Latitude E6510 Laptop	028821	\$931.80	9/9/2010	Tech Refresh	E-Scrap
OptiPlex 780 MiniTower	028854	\$1,112.10	8/16/2010	Tech Refresh	E-Scrap
OptiPlex 780 MiniTower	028862	\$1,112.10	8/16/2010	Tech Refresh	E-Scrap

PROPERTY DISPOSAL

(Complete and route to Vice President, Finance & Administrative Services)

Crestron Processor	029083	\$1,819.00	9/26/2010	Obsolete	E-Scrap
Crestron Touch Panel	029086	\$1,800.00	9/26/2010	Obsolete	E-Scrap
Matrix Switcher	029087	\$1,669.00	9/26/2010	Obsolete	E-Scrap
SMART Podium	029089	\$2,869.00	9/26/2010	Obsolete	GovDeals
Matrix Switcher	029139	\$1,249.00	10/18/2010	Obsolete	E-Scrap
Latitude E6510 Laptop	029366	\$1,052.78	2/27/2011	Tech Refresh	E-Scrap
OptiPlex 780 MiniTower	029484	\$717.05	3/27/2011	Tech Refresh	E-Scrap
OptiPlex 780 MiniTower	029554	\$717.05	3/27/2011	Tech Refresh	E-Scrap
OptiPlex 780 MiniTower	029555	\$717.05	3/27/2011	Tech Refresh	E-Scrap
OptiPlex 780 MiniTower	029834	\$747.18	6/26/2011	Tech Refresh	E-Scrap
OptiPlex 780 MiniTower	029842	\$747.18	6/26/2011	Tech Refresh	E-Scrap
Vostro 360 Touch	029997	\$942.00	3/4/2012	Obsolete	E-Scrap
Optiplex 790	030043	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030051	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030063	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030099	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030121	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030122	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030123	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030124	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030157	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030168	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030169	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030170	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030171	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030172	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030173	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030174	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030175	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030176	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030177	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030178	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030179	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030180	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030181	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030182	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030183	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030184	\$819.00	3/19/2012	Tech Refresh	E-Scrap
Optiplex 790	030202	\$819.00	3/19/2012	Tech Refresh	E-Scrap
AMX Presentation Switcher	030359	\$5,080.00	3/19/2012	Obsolete	E-Scrap
OptiPlex 790 MT Computer	030490	\$986.70	7/24/2012	Tech Refresh	E-Scrap
OptiPlex 790 MT Computer	030509	\$986.70	7/24/2012	Tech Refresh	E-Scrap
OptiPlex 790 MT Computer	030511	\$986.70	7/24/2012	Tech Refresh	E-Scrap
Microsoft Surface Pro	030718	\$1,103.98	5/5/2013	Tech Refresh	E-Scrap
OptiPlex 7010 MiniTower	030745	\$941.37	4/23/2013	Tech Refresh	E-Scrap
OptiPlex 7010 MiniTower	030753	\$772.53	4/28/2013	Tech Refresh	E-Scrap
OptiPlex 7010 MiniTower	030760	\$628.70	4/24/2013	Tech Refresh	E-Scrap

PROPERTY DISPOSAL

(Complete and route to Vice President, Finance & Administrative Services)

Latitude E6430 Laptop	030799	\$974.01	8/5/2013	Tech Refresh	E-Scrap
OptiPlex 7010 MiniTower	030807	\$1,006.70	9/12/2013	Tech Refresh	E-Scrap
Latitude E5530 Laptop	030872	\$875.55	12/5/2013	Tech Refresh	E-Scrap
Latitude E5530 Laptop	030873	\$875.55	12/5/2013	Tech Refresh	E-Scrap
Latitude E5530 Laptop	030874	\$875.55	12/5/2013	Tech Refresh	E-Scrap
OptiPlex 7010 MiniTower	030897	\$793.03	12/5/2013	Tech Refresh	E-Scrap
Latitude E5530 Laptop	030936	\$875.55	12/5/2013	Tech Refresh	E-Scrap
OptiPlex 7010 MiniTower	031132	\$1,011.16	4/16/2014	Tech Refresh	E-Scrap
Latitude 15 Laptop	031267	\$1,101.33	4/28/2014	Tech Refresh	E-Scrap
OptiPlex 7010 MiniTower	031326	\$846.02	10/1/2014	Tech Refresh	E-Scrap
OptiPlex 7010 MiniTower	031332	\$846.02	10/1/2014	Tech Refresh	E-Scrap
Latitude 15 Laptop	031342	\$966.78	6/17/2014	Tech Refresh	E-Scrap
Latitude 15 Laptop	031389	\$966.78	6/17/2014	Tech Refresh	E-Scrap
4-Channel DVR	031442	\$1,475.67	3/27/2013	Obsolete	E-Scrap
Latitude 15 Laptop	031552	\$985.12	10/26/2014	Tech Refresh	E-Scrap
MacBook Air 13.3"	031626	\$1,132.00	1/4/2015	Tech Refresh	E-Scrap
Latitude 15 Laptop	031628	\$1,120.33	1/4/2015	Tech Refresh	E-Scrap
MacBook Pro	031676	\$1,899.00	2/16/2015	Tech Refresh	E-Scrap
Latitude 15 Laptop	031714	\$1,196.16	2/16/2015	Tech Refresh	E-Scrap
Latitude 15 Laptop	031718	\$1,196.16	2/16/2015	Tech Refresh	E-Scrap
Latitude 15 Laptop	031742	\$1,196.16	2/16/2015	Tech Refresh	E-Scrap
Latitude 15 Laptop	031746	\$1,196.16	2/16/2015	Tech Refresh	E-Scrap
Latitude 15 Laptop	031748	\$1,196.16	2/16/2015	Tech Refresh	E-Scrap
OptiPlex 7020 MiniTower	031763	\$979.21	2/18/2015	Tech Refresh	E-Scrap
OptiPlex 7020 MiniTower	031764	\$979.21	2/18/2015	Tech Refresh	E-Scrap
OptiPlex 7020 MiniTower	031772	\$979.21	2/18/2015	Tech Refresh	E-Scrap
OptiPlex 7020 MiniTower	031775	\$979.21	2/18/2015	Tech Refresh	E-Scrap
OptiPlex 7020 MiniTower	031779	\$979.21	2/18/2015	Tech Refresh	E-Scrap
OptiPlex 7020 MiniTower	031803	\$959.78	2/18/2015	Tech Refresh	E-Scrap
OptiPlex 7020 MiniTower	031804	\$959.78	2/18/2015	Tech Refresh	E-Scrap
OptiPlex 7020 MiniTower	031809	\$959.78	2/18/2015	Tech Refresh	E-Scrap
OptiPlex 7020 Computer	031811	\$989.97	3/1/2015	Tech Refresh	E-Scrap
OptiPlex 7020 Computer	031812	\$989.97	3/1/2015	Tech Refresh	E-Scrap
OptiPlex 7020 Computer	031813	\$989.97	3/1/2015	Tech Refresh	E-Scrap
OptiPlex 7020 Computer	031814	\$989.97	3/1/2015	Tech Refresh	E-Scrap
OptiPlex 7020 Computer	031815	\$989.97	3/1/2015	Tech Refresh	E-Scrap
OptiPlex 7020 Computer	031817	\$989.97	3/1/2015	Tech Refresh	E-Scrap
Latitude 15 Laptop	031827	\$1,045.05	3/17/2015	Tech Refresh	E-Scrap
OptiPlex 7020 MiniTower	031839	\$871.17	4/5/2015	Tech Refresh	E-Scrap
Latitude 15 Laptop	031849	\$1,162.35	4/13/2015	Tech Refresh	E-Scrap
Latitude 15 Laptop	031853	\$1,278.95	4/19/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031868	\$1,391.97	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031876	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031877	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031878	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031879	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031880	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap

PROPERTY DISPOSAL

(Complete and route to Vice President, Finance & Administrative Services)

OptiPlex 9020 Computer	031881	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031882	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031883	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031884	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031885	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031886	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031887	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031888	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031889	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031890	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031891	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031892	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031893	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031894	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 9020 Computer	031895	\$1,535.55	5/18/2015	Tech Refresh	E-Scrap
Latitude 15 Laptop	031896	\$1,011.24	5/18/2015	Tech Refresh	E-Scrap
Latitude 15 Laptop	031909	\$1,011.24	5/18/2015	Tech Refresh	E-Scrap
Latitude 15 Laptop	031912	\$1,011.24	5/18/2015	Tech Refresh	E-Scrap
Latitude 15 Laptop	031913	\$1,011.24	5/18/2015	Tech Refresh	E-Scrap
OptiPlex 7020 MiniTower	031943	\$871.17	6/9/2015	Tech Refresh	E-Scrap
Latitude 15 Laptop	031944	\$1,186.50	6/9/2015	Tech Refresh	E-Scrap
Microsoft Surface Pro 3	031945	\$1,811.77	6/16/2015	Tech Refresh	E-Scrap
AMX Switcher	032016	\$10,689.89	10/13/2015	Obsolete	E-Scrap
Security Camera System	032106	\$1,991.93	10/27/2015	Obsolete	E-Scrap
OptiPlex 9020 Computer	032169	\$1,232.87	11/16/2015	Tech Refresh	E-Scrap
OptiPlex 7020 Computer	032232	\$960.43	1/10/2016	Tech Refresh	E-Scrap
OptiPlex 7020 Computer	032242	\$991.33	1/26/2016	Tech Refresh	E-Scrap
Latitude E6540 Laptop	032261	\$1,168.70	2/24/2016	Tech Refresh	E-Scrap
Latitude E6540 Laptop	032266	\$1,311.05	3/7/2016	Tech Refresh	E-Scrap
Latitude E6540 Laptop	032292	\$1,621.75	3/24/2016	Tech Refresh	E-Scrap
OptiPlex 5040 Computer	032341	\$917.33	4/28/2016	Tech Refresh	E-Scrap
Latitude E6540 Laptop	032374	\$1,168.70	5/25/2016	Tech Refresh	E-Scrap
OptiPlex 5040 Computer	032420	\$788.04	6/27/2016	Tech Refresh	E-Scrap
Dell 3470 Laptop	032443	\$884.24	7/17/2016	Tech Refresh	E-Scrap
Dell 3470 Laptop	032444	\$884.24	7/17/2016	Tech Refresh	E-Scrap
iPad 2 Wi-Fi	900014	\$499.00	10/19/2011	Tech Refresh	E-Scrap
OptiPlex 3040 MiniTower	032623	\$582.93	11/2/2016	Tech Refresh	E-Scrap
Latitude E5570 Laptop	032674	\$1,012.12	12/5/2016	Tech Refresh	E-Scrap
Microsoft Surface Pro 4	032818	\$779.95	1/18/2017	Tech Refresh	E-Scrap
Latitude E6540 Laptop	032838	\$1,023.93	3/22/2017	Tech Refresh	E-Scrap
OptiPlex 7010 MiniTower	031100	\$1,008.54	4/9/2014	Tech Refresh	E-Scrap
Latitude 15 Series Laptop	031118	\$972.72	4/15/2014	Tech Refresh	E-Scrap
OptiPlex 5050 Computer	033032	\$1,209.19	6/21/2017	Tech Refresh	E-Scrap
Latitude 3470 Laptop	033150	\$666.99	7/13/2017	Tech Refresh	E-Scrap
Latitude 3470 Laptop	033160	\$666.99	7/13/2017	Tech Refresh	E-Scrap
Latitude 3470 Laptop	033168	\$666.99	7/13/2017	Tech Refresh	E-Scrap
Latitude 3470 Laptop	033209	\$666.99	7/13/2017	Tech Refresh	E-Scrap

PROPERTY DISPOSAL

(Complete and route to Vice President, Finance & Administrative Services)

OptiPlex 7020 Computer	031816	\$989.97	3/1/2015	Tech Refresh	E-Scrap
Latitude 5580 Laptop	033424	\$1,157.17	1/1/2018	Tech Refresh	E-Scrap
OptiPlex 5050 Computer	033641	\$725.00	3/28/2018	Tech Refresh	E-Scrap
OptiPlex 5050 Computer	033721	\$850.00	5/3/2018	Tech Refresh	E-Scrap
OptiPlex 5050 Computer	033782	\$850.00	5/30/2018	Tech Refresh	E-Scrap
OptiPlex 5050 Computer	033789	\$850.00	5/30/2018	Tech Refresh	E-Scrap
Latitude 3490 Laptop	033813	\$1,083.64	6/6/2018	Tech Refresh	E-Scrap
Latitude 3490 Laptop	033817	\$1,083.64	6/6/2018	Tech Refresh	E-Scrap
Latitude 15 Laptop	031113	\$972.72	4/15/2014	Tech Refresh	E-Scrap

Nathan Wellman Digitally signed by Nathan Wellman
Date: 2022.04.29 09:19:18 -04'00'

Proposer Rebecca Inela Date 4/29/22
Business Services Administrator Date

Julie Jakway Digitally signed by Julie Jakway
Date: 2022.04.29 14:44:29 -04'00'
Signature of Vice President, Finance & Administrative Services Date

Meeting of the
DISTRICT BOARD OF TRUSTEES OF STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA
May 24, 2022

AGENDA ITEM:

Approval to Write-off Delinquent Accounts – \$282,536.61

RECOMMENDATION:

The College recommends District Board of Trustees’ approval of a Delinquent Account Write-off.

STAFF ANALYSIS:

The College is submitting for approval of the delinquent account write-off lists for uncollected receivables recorded prior to June 30, 2020. Each receivable is at least two years old. Accounts older than two years are written off as receivables for financial reporting purposes; however, the debt remains outstanding as an obligation for the debtor. The debtors are not allowed to register or obtain transcripts until the debt is satisfied.

Accounts to be written-off for fiscal year 2021-22 totaled \$282,536.61.

<u>Fiscal Year</u>	<u>Amount</u>	<u>Years Included</u>
Written Off in 2021	\$ 291,046.32	1990 to 6/30/19
Written Off in 2020	\$ 276,911.01	1990 to 6/30/18
Written Off in 2019	\$ 331,834.07	1990 to 6/30/17
Written Off in 2018	\$ 366,197.98	1990 to 6/30/16
Written Off in 2017	\$ 452,375.17	1990 to 6/30/15
Written Off in 2016	\$ 479,373.16	1990 to 6/30/14
Written Off in 2015	\$ 507,840.10	1990 to 6/30/13

FISCAL IMPACT YES

Funding Source: N/A

Amount: \$282,536.61

Will this action result in a Budget Amendment? No

If yes, indicate the dollar amount: N/A

Attachment

REQUESTED BY: Julie Jakway
Vice President, Business and Administrative Services

AUTHORIZATION TO CHARGE-OFF DELINQUENT STUDENT AND OTHER ACCOUNTS

It is respectfully requested that the Board of Trustees of State College of Florida, Manatee-Sarasota grant authorization to charge off the following delinquent student and other accounts:

<u>STUDENT IDENTIFIER</u>	<u>TERM</u>	<u>BALANCE</u>
SB-5231	201820	20.00
AB-4688	201830	347.66
JC-2795	201820	15.00
JC-2795	201910	20.00
LD-6718	201830	20.00
LD-6718	201820	15.00
LF-2107	201810	35.00
DH-4868	201820	20.00
BH-8729	202010	20.00
YJ-0168	201820	20.00
CJ-5004	201810	142.69
BK-2843	201820	35.00
AK-3047	201820	20.00
SM-1165	201820	35.00
AN-7516	201830	15.00
AN-7516	201910	20.00
KP-4012	201820	20.00
LP-7968	201820	20.00
DR-9236	201820	35.00
TR-4199	201820	20.00
SS-8602	201820	20.00
DT-0622	201320	720.66
ST-5914	201820	15.00
ST-5914	201910	20.00
FW-0400	201820	40.00
MW-4569	201820	1,209.60
TW-5254	201830	20.00
CW-2224	201820	600.00
EW-9320	201830	20.00
CW-2462	201830	1,371.23
MZ-4055	201910	75.00
KA-3605	201830	20.00
AA-0880	201910	536.40
MB-4602	201910	20.00
DB-7766	201910	367.50
DB-1202	201910	431.54
SB-2631	201920	20.00
EB-1699	201930	462.24
NB-2562	201920	20.00
IC-7236	201920	20.00
MC-3181	201930	20.00
RC-0284	201930	450.12
CD-8495	202010	20.00

AUTHORIZATION TO CHARGE-OFF DELINQUENT STUDENT AND OTHER ACCOUNTS

It is respectfully requested that the Board of Trustees of State College of Florida, Manatee-Sarasota grant authorization to charge off the following delinquent student and other accounts:

<u>STUDENT IDENTIFIER</u>	<u>TERM</u>	<u>BALANCE</u>
JD-2493	202010	1,929.00
MD-2452	202010	134.97
SF-2808	201930	1,064.08
AF-9416	201920	20.00
KF-2659	201910	454.88
DF-7600	201910	706.40
DF-7600	201920	38.36
JF-9048	201910	742.00
HG-8989	201930	20.00
JH-3157	201930	35.00
JH-8555	201920	35.00
TH-5993	201930	300.00
MH-8300	201930	20.00
SI-8313	201930	20.00
LI-9807	202010	7.00
KJ-8447	202020	347.44
TJ-2999	201920	64.12
TJ-2999	201930	1,735.12
JK-0912	201930	2,003.24
RK-1053	202010	2,259.64
BL-2568	201930	280.20
DL-2925	201920	20.00
DM-2390	201930	1,659.20
UM-1627	201930	176.11
MM-9750	201920	158.00
MM-8166	201920	(761.00)
MM-8166	202010	40.00
MM-8166	202020	1,744.24
EN-4736	201910	20.00
QO-3396	202020	327.44
KP-0560	202010	536.94
BP-1858	201930	507.12
BP-1858	202010	1,349.00
DP-1531	201930	371.56
SP-6691	201920	1.00
TR-7287	202010	20.00
MR-4049	202010	19.00
KS-2607	201920	20.00
SS-0010	201910	15.00
SS-0010	201920	20.00
OS-9727	202010	892.12
AS-8276	202010	388.43
MS-2753	201930	15.00

AUTHORIZATION TO CHARGE-OFF DELINQUENT STUDENT AND OTHER ACCOUNTS

It is respectfully requested that the Board of Trustees of State College of Florida, Manatee-Sarasota grant authorization to charge off the following delinquent student and other accounts:

<u>STUDENT IDENTIFIER</u>	<u>TERM</u>	<u>BALANCE</u>
MS-2753	202010	20.00
US-6381	201930	20.00
KT-6312	201930	200.00
ET-3652	202010	347.44
OW-6482	201930	0.08
KW-5915	201920	1.00
MW-8267	201920	20.00
CW-9929	201920	1.00
TW-5498	201920	1.00
CW-0506	201920	1.00
GW-9154	201920	277.75
KW-2725	201930	347.44
MW-7289	201920	1.00
SW-3469	201910	768.00
HW-1241	201920	434.56
KW-4297	201930	699.00
CW-9548	201910	1,832.00
EW-2509	201920	1.00
FW-9224	201910	3,048.00
FW-9224	201920	349.42
JW-4747	201920	1.00
JW-2706	201920	3,028.00
JW-9712	201910	1,524.00
MW-2886	201810	359.39
RW-2443	201920	1,053.00
SW-3289	201910	654.88
TW-8878	201910	721.00
TW-8878	201920	654.88
WW-8808	201910	654.88
AW-6353	201910	890.00
CW-1048	201920	1,927.00
MW-5584	201910	343.00
NW-2897	201910	742.00
CW-3928	201910	1,968.28
EW-2899	201920	1.00
RY-4002	201930	1,136.16
JY-5029	201920	1.00
HY-9693	201910	605.00
AY-5844	201920	2.00
AZ-2958	201920	628.18
CZ-5778	201910	722.00
LA-0052	202010	121.26
MA-3244	202020	307.44

AUTHORIZATION TO CHARGE-OFF DELINQUENT STUDENT AND OTHER ACCOUNTS

It is respectfully requested that the Board of Trustees of State College of Florida, Manatee-Sarasota grant authorization to charge off the following delinquent student and other accounts:

<u>STUDENT IDENTIFIER</u>	<u>TERM</u>	<u>BALANCE</u>
BA-5012	202010	1.00
AA-3815	202110	75.00
GA-5534	202020	1.00
JA-0060	202010	2,036.25
AA-7888	202020	634.88
CA-6603	202020	205.00
GA-8436	202020	942.32
NA-2521	202010	1,132.50
BA-4523	202010	112.00
AA-5815	202020	654.88
MA-7212	202010	292.10
VA-6760	202020	61.94
HB-0005	202020	534.80
NB-7374	202010	3,078.00
TB-7546	202010	1,928.53
CB-8013	202010	220.00
KB-5947	202020	240.00
LB-5581	202010	294.00
TB-4033	202010	16.52
TB-2839	202020	1,179.56
IB-5312	202010	1,500.00
LB-9962	202020	1,176.16
EB-6976	202010	160.00
VB-5034	202020	654.88
AB-0616	202030	0.24
NB-7114	202010	347.44
SB-7774	202010	35.00
JB-8405	202010	539.00
GB-4424	202110	20.00
DB-1776	201930	90.66
DB-0995	202010	2,702.32
JB-7719	202010	2,586.44
LB-9189	202010	993.98
CB-0306	202010	979.84
EB-6052	202020	1.00
RC-7173	202010	2,969.00
YC-3111	202020	347.44
MC-8438	202010	1,202.32
SC-8494	202020	20.00
KC-6304	202010	2,561.74
AC-6640	202020	1.00
LC-5372	201930	20.00
MC-7779	202020	654.88

AUTHORIZATION TO CHARGE-OFF DELINQUENT STUDENT AND OTHER ACCOUNTS

It is respectfully requested that the Board of Trustees of State College of Florida, Manatee-Sarasota grant authorization to charge off the following delinquent student and other accounts:

<u>STUDENT IDENTIFIER</u>	<u>TERM</u>	<u>BALANCE</u>
SC-0355	202010	85.55
CC-9460	201920	20.00
JC-2359	202010	2,755.64
JC-5843	202020	237.30
JC-2515	202010	20.00
BC-9920	202020	1,112.64
TC-0642	202020	347.44
TC-3202	202010	287.44
DC-8526	202010	962.32
EC-7035	202020	1,199.56
HC-7242	202020	1.00
KC-8246	201910	1.00
KC-7159	202010	735.00
RC-3676	202010	852.12
MC-9820	202010	40.00
AC-6617	202020	1,054.80
EC-6417	202020	377.44
JC-0969	202020	1.00
EC-4732	202020	2,083.64
EC-9002	202010	75.46
KC-2628	202010	449.92
AD-5221	202010	654.88
LD-2154	202030	35.00
AD-1608	202010	9.96
AD-6818	202020	212.44
KD-6493	201930	2.00
DD-6953	202020	354.73
ED-3487	202010	247.00
SD-5600	202020	467.00
JD-5472	202010	98.63
JD-5472	202020	553.37
TD-5551	202020	634.88
KD-6954	202010	118.33
LD-9641	202010	902.72
RD-9594	202010	20.00
MD-5361	202010	160.46
ME-9103	202010	533.71
AE-9298	202010	91.28
TF-6614	202020	1,192.28
JF-1388	202010	1,401.27
LF-2578	202020	347.44
MF-7941	202010	1,269.76
NF-3883	202030	35.00

AUTHORIZATION TO CHARGE-OFF DELINQUENT STUDENT AND OTHER ACCOUNTS

It is respectfully requested that the Board of Trustees of State College of Florida, Manatee-Sarasota grant authorization to charge off the following delinquent student and other accounts:

<u>STUDENT IDENTIFIER</u>	<u>TERM</u>	<u>BALANCE</u>
CF-1264	202010	105.00
MF-5805	202020	55.00
AF-5890	202010	287.44
GF-5367	202020	869.84
TF-4412	202010	1,596.08
JF-3949	202020	557.00
JF-5569	202010	1,151.00
DF-1208	202010	347.44
IF-1213	202010	1,169.49
IF-1213	202020	347.44
FF-3043	202020	347.44
AG-0908	202020	70.46
IG-7088	202010	1,673.00
CG-0859	202110	75.00
CG-3457	202010	1,549.00
HG-8170	202010	3,118.00
MG-7322	202010	3,328.00
SG-4150	202020	327.44
MG-6610	202010	1,479.88
EG-9386	202010	326.00
SG-4764	201910	107.75
DG-1021	202010	2,267.00
BG-0006	202020	347.44
EG-6243	202010	2,510.28
DG-7345	202010	1,529.00
AG-4688	202010	802.36
RG-9752	202010	1,798.24
CH-1690	202010	20.00
JH-9292	202010	35.00
JH-4232	202010	1,596.08
VH-4621	202010	473.00
TH-1864	202020	327.44
SH-6356	202010	880.00
SH-3499	202010	291.50
AH-8821	202030	1.00
JH-2591	202020	669.88
EH-6974	202030	1.12
RH-0168	202020	20.00
AH-3425	202010	160.02
NH-5837	202010	439.92
NH-5837	202020	757.36
NH-7850	202010	127.44
CH-4195	202010	347.44

AUTHORIZATION TO CHARGE-OFF DELINQUENT STUDENT AND OTHER ACCOUNTS

It is respectfully requested that the Board of Trustees of State College of Florida, Manatee-Sarasota grant authorization to charge off the following delinquent student and other accounts:

<u>STUDENT IDENTIFIER</u>	<u>TERM</u>	<u>BALANCE</u>
CH-1121	202010	267.32
CH-4270	202010	536.00
TH-4869	202010	599.56
DH-1422	202010	1,419.00
RH-5766	202020	962.32
ZI-7656	202020	1,169.56
ZJ-3972	202010	1,792.00
BJ-0725	202010	35.00
KJ-1881	202010	263.53
MJ-0049	202020	1,210.30
CJ-7072	202010	411.00
DJ-5210	202020	197.30
IJ-4199	202010	1,921.35
KJ-6316	202010	1,269.76
DJ-9901	202020	1,179.56
HJ-2762	202030	35.00
RJ-8911	202010	18.63
MJ-7330	202010	352.44
AK-4303	202020	35.00
MK-7739	202010	95.75
AK-1613	202020	1,210.30
AK-4934	202010	20.00
JK-9184	202010	1,199.56
KK-5848	202020	774.00
RK-3855	202020	2,256.64
RK-8051	202010	927.58
DK-7032	202010	274.45
WK-7897	202010	1,493.36
BL-1957	202010	852.12
BL-1957	202020	1,704.24
NL-4431	201920	180.00
VL-4661	202010	654.88
ML-7452	202020	694.88
BL-2471	202010	698.00
JL-4528	202020	1,123.00
CL-0287	202010	526.00
AL-5523	202010	2,303.00
EL-2398	202020	774.00
SL-7407	202010	10.00
ML-2643	202020	244.96
DL-1162	202010	1,549.00
LL-9550	202020	20.00
LL-1758	202010	566.00

AUTHORIZATION TO CHARGE-OFF DELINQUENT STUDENT AND OTHER ACCOUNTS

It is respectfully requested that the Board of Trustees of State College of Florida, Manatee-Sarasota grant authorization to charge off the following delinquent student and other accounts:

<u>STUDENT IDENTIFIER</u>	<u>TERM</u>	<u>BALANCE</u>
RL-6641	202010	1,621.00
IM-4767	202010	693.00
CM-5222	202010	654.88
PM-4961	202020	868.00
CM-6027	202010	774.00
BM-5713	202010	20.00
CM-9038	202020	956.84
KM-6965	202010	654.88
FM-5288	202010	235.30
NM-9470	202010	131.33
UM-6519	202010	854.12
DM-8872	202010	870.00
SM-2010	202010	1,143.42
EM-2011	202010	325.67
MM-4492	202010	130.32
KM-5413	202010	336.00
MM-4996	202020	962.32
BM-8080	202010	927.58
AM-5469	202020	0.80
EM-7967	202010	1,482.00
BM-4806	202010	2,219.56
TM-2716	202010	20.00
EM-1950	202030	332.88
DM-4076	202010	2,396.00
BM-2216	202010	1,529.00
KM-2943	202020	312.00
CM-3917	202010	347.44
OM-6664	202020	307.44
IM-3122	202010	347.44
GM-2770	202010	1,064.80
MM-4622	202020	661.00
KM-9440	202010	347.44
JM-1127	202010	634.88
AN-5649	202010	1.00
BN-6073	202010	819.69
SN-8558	202010	654.88
DN-5016	202020	1.00
VN-9021	202110	75.00
TN-3916	202010	0.05
JN-1788	202010	8.83
LN-4402	201830	20.00
GN-1245	202010	449.92
JO-5546	202010	83.23

AUTHORIZATION TO CHARGE-OFF DELINQUENT STUDENT AND OTHER ACCOUNTS

It is respectfully requested that the Board of Trustees of State College of Florida, Manatee-Sarasota grant authorization to charge off the following delinquent student and other accounts:

<u>STUDENT IDENTIFIER</u>	<u>TERM</u>	<u>BALANCE</u>
DO-8567	202010	30.53
DO-8567	202020	836.47
JO-7104	202010	901.87
DO-8935	201930	20.00
NO-1144	202010	867.00
EO-5291	202010	774.00
GP-3436	202010	20.00
TP-8431	202030	1.00
MP-9858	202110	75.00
DP-0696	202110	75.00
JP-4408	202030	0.88
MP-8533	202020	197.44
JP-0545	202030	347.44
AP-9709	202010	170.13
CP-4058	202010	96.00
DP-2473	202010	754.00
AP-5966	202020	1.00
AP-6124	202010	20.00
AP-0404	202020	203.89
KP-8471	202010	545.73
CP-6282	202010	1.00
SP-0792	202010	41.63
AP-2599	202020	654.88
KP-2421	202020	757.36
SP-1312	202010	2,416.00
ZP-5943	202020	378.37
CP-1734	201930	150.12
MP-2102	202010	591.97
DP-7706	202020	449.92
OP-1085	202020	654.88
LP-5458	202010	40.00
JR-5223	202010	20.00
JR-6094	202020	75.46
DR-9528	202010	1,053.44
DR-2809	202010	52.50
DR-2005	202010	92.00
DR-2005	202020	431.00
JR-3113	202010	431.00
HR-8730	202020	1,529.00
DR-2009	202020	654.88
RR-7043	202020	347.44
AR-2807	202020	200.00
NR-8592	202020	634.88

AUTHORIZATION TO CHARGE-OFF DELINQUENT STUDENT AND OTHER ACCOUNTS

It is respectfully requested that the Board of Trustees of State College of Florida, Manatee-Sarasota grant authorization to charge off the following delinquent student and other accounts:

<u>STUDENT IDENTIFIER</u>	<u>TERM</u>	<u>BALANCE</u>
KR-8519	202020	343.24
JR-8512	202020	772.36
BR-5463	202010	962.32
SR-3937	201920	503.33
JR-1133	202010	614.88
MR-0732	202010	394.56
LR-9874	202020	90.92
CR-1590	202010	1.00
CR-8805	201910	20.00
JR-6483	202010	271.00
JR-7980	202020	79.76
JS-6970	202020	1.00
RS-3799	202020	1.00
LS-8697	202010	1,884.00
SS-2833	202010	496.88
AS-6165	202020	1.00
RS-4893	202010	39.93
NS-7110	202010	1,352.24
NS-7952	202010	1,294.76
TS-2838	202010	754.00
MS-7423	202010	160.25
AS-2187	202020	1,961.44
KS-4272	201930	20.00
SS-0397	202010	307.44
LS-2919	202020	972.32
SS-5041	202010	663.00
CS-1484	202010	1,215.67
JS-7124	202010	654.88
AS-3078	202030	35.00
SS-3128	202020	20.00
AS-8659	202010	497.56
KS-6581	202030	5.88
MS-8839	202010	880.00
NS-6834	202020	347.44
TS-7208	202020	60.46
TS-2407	202020	515.53
DS-5903	202020	1,537.00
MS-9408	202010	408.00
KS-6631	202010	16.32
KS-6631	202020	606.36
PS-8513	202020	1,611.08
AS-3988	201930	307.44
JS-7227	202010	1,215.71

AUTHORIZATION TO CHARGE-OFF DELINQUENT STUDENT AND OTHER ACCOUNTS

It is respectfully requested that the Board of Trustees of State College of Florida, Manatee-Sarasota grant authorization to charge off the following delinquent student and other accounts:

<u>STUDENT IDENTIFIER</u>	<u>TERM</u>	<u>BALANCE</u>
BS-0698	202010	180.00
SS-4258	202020	40.00
CS-6244	202010	246.20
AS-3462	202010	367.38
CS-9620	202020	1,586.08
WS-6960	202010	0.25
JS-0537	202010	1,310.34
AS-7040	202020	871.84
SS-2054	202010	525.00
RT-6798	202020	686.00
TT-8850	202020	1,397.24
BT-3753	202020	347.44
BT-9713	201920	20.00
DT-9990	202020	552.54
LT-5193	202020	160.00
BT-3421	202010	333.00
TT-2077	202010	775.00
AT-8778	202020	51.38
BT-7549	202020	310.48
RT-4822	202020	215.03
ST-3559	202030	15.00
LT-7818	202010	1,130.00
LT-9384	202010	102.48
CT-3668	202020	1.00
KV-9041	202010	834.66
MV-8022	202020	356.24
NV-7460	202010	2,364.12
CV-1583	202020	828.28
NW-5167	202010	20.00
MW-3005	202010	1,704.26
SW-0611	202020	774.00
GW-8877	202010	1,249.76
JW-1997	202010	40.00
SW-6873	202030	1,069.80
TW-5506	202010	518.00
NW-8975	202010	3,098.00
NW-8975	202020	92.00
SW-7204	202010	523.00
DW-6526	202010	307.44
EW-8388	202010	1,159.56
MW-2570	202020	1,654.00
TW-9337	202010	327.44
KW-4026	202110	75.00

AUTHORIZATION TO CHARGE-OFF DELINQUENT STUDENT AND OTHER ACCOUNTS

It is respectfully requested that the Board of Trustees of State College of Florida, Manatee-Sarasota grant authorization to charge off the following delinquent student and other accounts:

<u>STUDENT IDENTIFIER</u>	<u>TERM</u>	<u>BALANCE</u>
AW-4480	201930	20.00
GW-5006	202020	1,359.37
JW-8500	202020	536.00
PW-3591	202010	679.88
JW-1970	202010	774.00
CW-5386	202020	141.00
MY-7472	201930	20.00
LZ-7601	202010	1,310.71
CZ-2696	202010	40.00
CZ-8232	202020	1,372.24
OZ-0203	202010	682.00
AZ-9027	202010	1,065.27
JZ-3889	202110	75.00
AZ-3898	202110	20.00
AZ-8621	202010	1,529.00
		<hr/> <hr/>
		\$ 282,536.61

State College of Florida 2022 & 2023 Projects With Budgets over \$150,000 as of May 2022	Board of Trustee Approved Budget	Date Board Approved Budget	Source of Funds	Project Justification	Total Estimated Project Expense Includes all Hard and Soft costs	Remaining Budget Column C minus Column G	Comments
2022							
Batting Cages Structures	600,000	5/25/2021	SABR/Donation/CIF	Health	600,000.00	-	Purchase Order Issued to Tandem
Restroom Facility, Bradenton Sports Area	198,613	10/26/2021	Collegiate School Capital	Health	221,963.28	(23,350.28)	Purchase Order Issued to Willis Smith
Fire Sprinkler & Cloud Installation, Neel Auditorium	520,000	5/25/2021	Fund Balance	Life Safety	1,247,321.00	(727,321.00)	Purchase Order Issued to Willis Smith
Venice Collegiate School	900,000	5/25/2021	Auxiliary Loan	Capacity	1,123,941.00	(223,941.00)	Purchase Order Issued to Willis Smith
ADA Restroom Door Operators, Venice & LWR	200,000	5/25/2021	Capital Improvement Fee	ADA	200,000.00	-	On Hold
Venice Science Building	4,500,000	9/28/2021	PECO/Fund Balance/Donation	Capacity	5,800,000.00	(1,300,000.00)	Tandem GMP to September BOT Meeting
CARES							
Dental Hygiene Upgrades	1,000,000	9/28/2021	HEERF	Health	1,000,000.00	-	Purchase Order Issued to Jon Swift
Dental Hygiene Upgrade w/3 Additional Stations	-		HEERF	Capacity	200,000.00	(200,000.00)	Purchase Order Issued to Jon Swift
HVAC Upgrades, Indoor Air Quality	4,515,536	9/28/2021	HEERF	Health/Def. Maint.	5,908,606.68	(1,393,070.68)	Halfacre GMP to April BOT Meeting
	12,434,149	2022			16,301,831.96	(3,867,682.96)	-31%
2023							
Radiography X-Ray Machine	450,000	9/28/2021	CIF or Fund Balance	Deferred Maint.			Board Approved Project when it was under CARES
Restroom Upgrades, Collegewide	710,000	5/25/2021	Fund Balance Transfer	Deferred Maint.			
Building Painting, Collegewide	150,000	5/25/2021	Capital Improvement Fee	Deferred Maint.			
Flooring Replacement, Collegewide	150,000	5/25/2021	Capital Improvement Fee	Deferred Maint.			
Roof Coatings, Collegewide	150,000	5/25/2021	CO&DS	Deferred Maint.			
Bradenton Site Improvements	708,000	5/25/2021	Capital Improvement Fee	Drainage/Safety			
Stage Lift Replacement & Restroom Remodel	674,100	5/25/2021	Fund Balance Transfer	Deferred Maint.			
Elevator Upgrades, Collegewide	500,000	TBD	CO&DS	Life Safety			
Fire Alarm Upgrades, Collegewide	500,000	TBD	CO&DS	Life Safety			
Subtotal 2022/23	3,992,100	2023					
	16,426,249	2022&2023					

Meeting of the
DISTRICT BOARD OF TRUSTEES OF STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA
May 24, 2022

AGENDA ITEM:

Approval of the FY 2023-24 through FY2027-2028 Capital Improvement Program (CIP)

RECOMMENDATION:

The College recommends approval of the FY2023-24 through FY2027-2028 Capital Improvement Program (CIP)

STAFF ANALYSIS:

The CIP has been completed based on guidance provided by the DOE. Also, the CIP reflects the recommendations from the SCF 2021 5-Year Educational Plant Survey. The summary of capital projects in priority order include:

1. General Maintenance/Repair/Renovation, College-wide.
2. New Health & Human Performance Building, Bradenton Campus
3. New Student Services & Student Union Building, Venice Campus

Also included in the CIP:

- Status of "current" capital projects paid out of PECO, CIF, CO&DS, SYD and Local Funds. Found in section CIF 1.
- 5-Year list of future maintenance, repair, and renovation projects to be paid out of Various Fund Sources. Found in section CIF 2.
- Request for Operating Costs (OCNF) for the new Library & Learning Center building.
- Back-of-Bill Request. Parrish Campus Placeholder

FISCAL IMPACT Yes No N/A

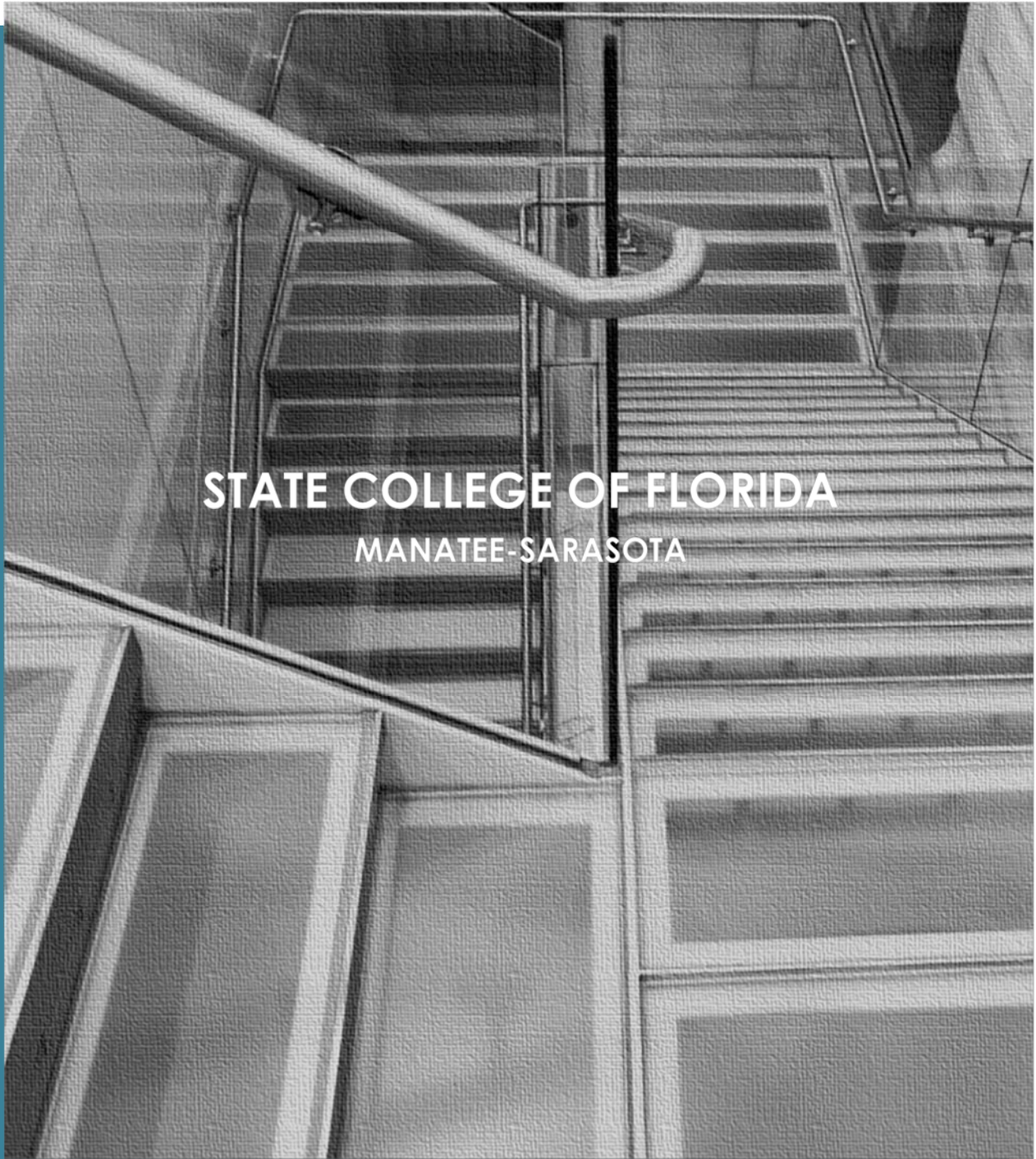
Funding Source: Various, including state appropriations and PECO funds.

Will this action result in a Budget Amendment? Yes No

If yes, indicate the dollar amount: \$ TBD by project

REQUESTED BY: Chris Wellman, AVP, Facilities Management

FUNDING VERIFIED AND APPROVED BY: Julie Jakway
Vice President, Business and Administrative Services



STATE COLLEGE OF FLORIDA
MANATEE-SARASOTA

Capital Improvement Program (CIP)

FY2023-2024 through FY2025-2026

State College of Florida, Manatee-Sarasota
Capital Improvement Program (CIP)
FY 2023-24 through FY 2025-2026

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THREE	Project Summary (CIP 2)	3-4
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SIX	Request for Legislative Action	15

SECTION ONE

SIGNATURE PAGE

FLORIDA COLLEGE SYSTEM
CAPITAL IMPROVEMENT PLAN &
LEGISLATIVE BUDGET REQUEST
FY 2022-23

TRANSMITTAL FORM

COLLEGE State College of Florida, Manatee-Sarasota

APPROVED BY BOARD OF TRUSTEES _____
(DATE)

SIGNATURE OF PRESIDENT OR DESIGNEE _____

Print Name Carol F. Probstfeld

Title President

DATE _____

CONTACT PERSON Emmanuel Acheampong

TELEPHONE (941) 752-5130

SECTION TWO

CURRENT STATUS OF FUNDED PROJECTS (CIP 1)

**FLORIDA COLLEGE SYSTEM
CIP 1
CURRENT STATUS OF FUNDED & BUDGETED PROJECTS FOR FY 2022-2023**

COLLEGE: State College of Florida, Manatee-Sarasota

DATE: May 9, 2022

PROJECT TITLE (Include Site)	SITE No.	FUNDING SOURCE(s)	YEAR(S) FUNDED	GROSS SQUARE FEET (GSF)	PRIOR APPROPRIATED STATE FUNDS*	ADDITIONAL APPROPRIATED STATE FUNDS REQUIRED*	AMOUNT OF OTHER FUNDS	TOTAL PROJECT COSTS	ON APPROVED SURVEY?*	ON APPROVED PPL?***	CURRENT STATUS (Select One from List)	ESTIMATED OR ACTUAL COMPLETION DATE
Campus Wide ADA Door Operators - Restrooms	1,2,3	CIF	2017-18				\$175,734.51	\$ 175,734.51	YES	Not Applicable	Planning	8/1/2023
Campus Wide Drinking Fountain Bottle Fillers Upgrades	1,2,3	CIF	2017-18				\$29,707.07	\$ 29,707.07	YES	Not Applicable	Construction	12/31/2022
College Wayfinding	1,2,3	CIF	2017-18				\$17,297.00	\$ 17,297.00	YES	Not Applicable	Construction	8/3/2022
BC/VC Chiller Plant AC Additions, Bradenton & Venice Campus	2,3	CIF	2019-20				\$4,028.00	\$ 4,028.00	YES	Not Applicable	Construction	12/31/2022
Bldg. # 500 Vending Area Enhancements Project, Venice Campus	2	CIF	2019-20				\$52,950.00	\$ 52,950.00	YES	Not Applicable	Planning	8/3/2023
Bldg. # 1 Testing & Cashiering Rennovations, Bradenton Campus	1	CIF	2020-21				\$175,000.00	\$ 175,000.00	YES	Not Applicable	Planning	12/31/2023
Bldg. # 4 Student Annex Rennovations, Bradenton Campus	1	CIF	2020-21				\$225,000.00	\$ 225,000.00	YES	Not Applicable	Planning	12/31/2023
Bldg. # 100 Cashiering Remodel, Venice Campus	2	CIF	2020-21				\$50,000.00	\$ 50,000.00	YES	Not Applicable	Planning	12/31/2023
Bldg. # 100 Admission Remodel, Venice Campus	2	CIF	2020-21				\$100,000.00	\$ 100,000.00	YES	Not Applicable	Planning	12/31/2023
Bldg. # 11 Fire Sprinkler & Overhead Cloud Replacement, Bradenton Campus	1	CIF	2020-21				\$727,322.00	\$ 727,322.00	YES	Not Applicable	Construction	8/3/2022
Bldg. # 11 East DMX Controls Upgrades, Bradenton Campus	1	CIF	2020-21				\$16,000.00	\$ 16,000.00	YES	Not Applicable	Construction	8/3/2022
Campus Wide Minor Maint/Repair/Renovation	1,2,3	CIF	2021-22				\$175,000.00	\$ 175,000.00	YES	Not Applicable	Construction	12/31/2023
VC Bldg. # 200 Lab Casework, Venice Campus	2	CIF	2021-22				\$13,512.00	\$ 13,512.00	YES	Not Applicable	Construction	8/3/2022
Campus Wide Painting	1,2,3	CIF	2021-22				\$133,750.00	\$ 133,750.00	YES	Not Applicable	Planning	12/31/2023
Campus Wide Flooring	1,2,3	CIF	2021-22				\$123,750.00	\$ 123,750.00	YES	Not Applicable	Planning	12/31/2023
Baseball & Softball Batting Cage Roof Structure Replacement, Bradenton Campus	1	CIF/SABRE/Donations	2021-22				\$600,000.00	\$ 600,000.00	YES	Not Applicable	Construction	8/3/2022
Service Rd Drainage Improvements Project, Bradenton Campus	1	Transfer	2021-22				\$321,000.00	\$ 321,000.00	YES	Not Applicable	Planning	12/31/2023
Bldg. 27/ 29 Site Improvements Project, Bradenton Campus	1	CIF	2021-22				\$267,000.00	\$ 267,000.00	YES	Not Applicable	Planning	12/31/2022
Sidewalk Removal and Replacement Project, Bradenton Campus	1	CIF	2021-22				\$120,000.00	\$ 120,000.00	YES	Not Applicable	Planning	12/31/2023
Storm Drain Swale Stabilization, Bradenton Campus	1	CIF	2021-22				\$64,200.00	\$ 64,200.00	YES	Not Applicable	Planning	12/31/2023
Parking Lot Signage Replacement Project, Bradenton Campus	1	CIF	2021-22				\$42,000.00	\$ 42,000.00	YES	Not Applicable	Planning	12/31/2023
Bldg. # 7 Office Suite Flooring & Paint Remodel, Bradenton Campus	1	CIF	2021-22				\$31,593.00	\$ 31,593.00	YES	Not Applicable	Construction	8/3/2022
Bldg. # 29 Rm 136 Pediatrics Lab Remodel, Bradenton Campus	1	CIF	2021-22				\$15,700.00	\$ 15,700.00	YES	Not Applicable	Construction	8/3/2022
Campus Wide Security Camera Upgrades	1,2,3	CIF	2021-22				\$13,650.00	\$ 13,650.00	YES	Not Applicable	Planning	12/31/2022
Bradenton Campus Site Utility Map Update Project	1	CIF	2020-21				\$50,000.00	\$ 50,000.00	YES	Not Applicable	Planning	12/31/2023
Fire Alarm Panel Replacement Project, Bradenton Campus	1	CO&DS	2020-21				\$20,762.34	\$ 20,762.34	YES	YES	Planning	12/31/2023
Campus Wide Roof Coating Project (Bldg. # 500, 15, 17, 29)	1,2,3	CO&DS	2021-22				\$150,335.00	\$ 150,335.00	YES	YES	Planning	12/31/2023
Campus Wide Roof Repair Project	1,2,3	CO&DS	2021-22				\$50,000.00	\$ 50,000.00	YES	YES	Planning	12/31/2023
Campus Wide Elevator Upgrades Project	1,2,3	CO&DS	2021-22				\$27,930.00	\$ 27,930.00	YES	YES	Planning	12/31/2023
Venice Collegiate School - Modular Building Relocation	2	Auxiliary/Local	2021-22				\$1,124,442.00	\$ 1,124,442.00	YES	Not Applicable	Construction	8/3/2022
VC Bldg. # 600/800 Collegiate School, Venice Campus	2	Local	2020-21				\$95,798.92	\$ 95,798.92	YES	Not Applicable	Complete	7/5/2021
Bldg. # 11 Stage Lift Replacement & Stage Restroom Upgrades, Bradenton Campus	1	Transfer	2020-21				\$674,100.00	\$ 674,100.00	YES	Not Applicable	Planning	12/31/2023
Bldg. # 2 Radiography X-Ray Machine Replacement Project, Bradenton Campus	1	Transfer	2021-22				\$450,000.00	\$ 450,000.00	YES	Not Applicable	Planning	12/31/2023
Campus Wide Restroom Upgrades Upgrades	1,2,3	Transfer	2021-22				\$706,750.00	\$ 706,750.00	YES	Not Applicable	Planning	12/31/2023
SCFCS Sports Restroom Facility, Bradenton Campus	1	PECO Collegiate/Grant	2021-22				\$222,613.00	\$ 222,613.00	YES	Not Applicable	Planning	8/3/2022
Cares 1 HVAC Upgrades, IAQ, Campus Wide	1,2,3	HEERF(CARES)	2021-22				\$3,392,851.00	\$ 3,392,851.00	YES	Not Applicable	Construction	6/30/2023
Cares 2 VC Chiller, Cooling Tower, Pumps, Venice Campus	2	HEERF(CARES)	2021-22				\$1,913,596.00	\$ 1,913,596.00	YES	Not Applicable	Construction	6/30/2023
Cares 3 HVAC Hotwater Piping Replacement Project, Bradenton Campus	1	HEERF(CARES)	2021-22				\$1,500,000.00	\$ 1,500,000.00	YES	Not Applicable	Construction	6/30/2023
Cares 5 Dental Hygiene Upgrades, Bradenton Campus	1	HEERF(CARES)	2021-22				\$1,200,000.00	\$ 1,200,000.00	YES	Not Applicable	Construction	8/3/2022
Venice Science & Technology Building, Venice Campus	2	PECO/Transfer	2021-22	8,900	\$2,408,515.00	\$1,091,485.00	\$2,300,000.00	\$ 5,800,000.00	YES	Not Applicable	Planning	12/31/2023
Bldg. #5 Academic Resource Center Remodel, Bradenton Campus	1	SCF Capital	2017-18				\$1,150,987.50	\$ 1,150,987.50	YES	Not Applicable	Requires Additional Funds	
Bldg. #14 Student Union Remodel, Bradenton Campus	1	SCF Capital	2021-22				\$1,250,000.00	\$ 1,250,000.00	YES	Not Applicable	Requires Additional Funds	
Parrish Center/ Campus Phase I Initiative		SCF Capital	2019-20				\$18,750,000.00	\$ 18,750,000.00	NO	Not Applicable	Requires Additional Funds	
Medical Technology & Simulation Bldg., (FECGP)	3	FECGP	2010				\$	\$ 712,518.00	YES	Not Applicable		
							\$	\$ -				

Add lines as necessary.

NOTES:

* Please include any outstanding Facility Enhancement Challenge Grant Projects that remain eligible for future funding and indicate how any state match funds will be used as a note. (Identify by adding FECGP in parentheses at the end of project name.)

** Projects using state funds and/or Capital Improvement Fees must be survey recommended (except for maintenance & repair projects).

*** Projects using CO&DS funds must also be included on the constitutionally-required Project Priority List (PPL).

SECTION THREE

PROJECT SUMMARY (CIP 2)

**FLORIDA COLLEGE SYSTEM
CIP 2 SUMMARY
CAPITAL IMPROVEMENT PLAN AND LEGISLATIVE BUDGET REQUEST
2023-2024 through 2025-2026**

COLLEGE: State College of Florida, Manatee-Sarasota

MAINTENANCE, REPAIR & RENOVATION PROJECTS

PRIORITY #	INITIAL REQUEST YEAR	PROJECT TYPE	PROJECT TITLE (include Site)	SITE No.	CIP PAGE REF.	2023-2024	2024-2025	2025-2026	THREE YEAR TOTAL	TOTAL PRIOR APPROP	LOCAL FUNDS	TOTAL PROJECT COST*	ON APPROVED SURVEY?
1	2020	Renovation	Elevator Door Interlock Code Upgrades College Wide	1,2,3		200000.00			\$ 200,000.00			\$ 200,000.00	YES
1	2018	Renovation	Replacement of Obsolete Simplex Fire Alarm Panels	1,2,3		700000.00			\$ 700,000.00			\$ 700,000.00	YES
1	2018	Renovation	Building 11 Stage Lift Replacement	1		775000.00			\$ 775,000.00			\$ 775,000.00	YES
1	2018	Renovation	Building 7 Elevator Upgrade	1		120000.00			\$ 120,000.00			\$ 120,000.00	YES
1	2018	Renovation	Building #300 Elevator Upgrades	2		120000.00			\$ 120,000.00			\$ 120,000.00	YES
1	2018	Renovation	Building # 8 Elevator Upgrades	1		240000.00			\$ 240,000.00			\$ 240,000.00	YES
1	2018	Renovation	Building # 26 Elevator Upgrades	1		120000.00			\$ 120,000.00			\$ 120,000.00	YES
1	2018	Renovation	Building #1 Elevator Upgrades	1		240000.00			\$ 240,000.00			\$ 240,000.00	YES
2	2018	Renovation	Building 29 Roof Coating	1		250000.00			\$ 250,000.00			\$ 250,000.00	YES
2	2018	Renovation	Building #19 Roof Coating	1		250000.00			\$ 250,000.00			\$ 250,000.00	YES
2	2018	Renovation	Building #1 Roof Coating	1		150000.00			\$ 150,000.00			\$ 150,000.00	YES
2	2018	Renovation	Building #27 Roof Coating	1		200000.00			\$ 200,000.00			\$ 200,000.00	YES
2	2018	Renovation	Building #300 Roof Coating	2		80000.00			\$ 80,000.00			\$ 80,000.00	YES
2	2018	Renovation	Building #11 Roof Coating	1		250000.00			\$ 250,000.00			\$ 250,000.00	YES
2	2018	Renovation	Building 23 Roof Coating	1		150000.00			\$ 150,000.00			\$ 150,000.00	YES
2	2018	Renovation	Building #5 Roof Coating	1		25000.00			\$ 25,000.00			\$ 25,000.00	YES
2	2018	Renovation	Building 7 Metal Roof Coating	1		200000.00			\$ 200,000.00			\$ 200,000.00	YES
2	2018	Renovation	Building #17 Exterior Door Replacement	1		500000.00			\$ 500,000.00			\$ 500,000.00	YES
2	2018	Renovation	Building #29 Storefront Replacement	1		100000.00			\$ 100,000.00			\$ 100,000.00	YES
2	2018	Renovation	Building 300 Auditorium, Lobby, Bathroom, Storefront Renovation	2		1000000.00			\$ 1,000,000.00			\$ 1,000,000.00	YES
2	2018	Renovation	Building #500 Storefront Replacement	2		500000.00			\$ 500,000.00			\$ 500,000.00	YES
2	2018	Renovation	Building #17 Exterior Window Replacement	1		200000.00			\$ 200,000.00			\$ 200,000.00	YES
3	2019	Renovation	Building #17 HVAC Upgrades/Replacement	1			775000.00		\$ 775,000.00			\$ 775,000.00	YES
3	2019	Renovation	Building #26 Replacement of Roof Top Lab Ventilation System	1			500000.00		\$ 500,000.00			\$ 500,000.00	YES
3	2019	Renovation	Building #26 Air Handling Units Upgrades/Replacement	1			700000.00		\$ 700,000.00			\$ 700,000.00	YES
3	2019	Renovation	Building #26 VAV Upgrades/Replacement	1			700000.00		\$ 700,000.00			\$ 700,000.00	YES
3	2019	Renovation	Building #26 Air Compressor Unit Upgrades/Replacement	1			50000.00		\$ 50,000.00			\$ 50,000.00	YES
3	2019	Renovation	Building #26 Large Walk-In Refrigerator Replacement	1			125000.00		\$ 125,000.00			\$ 125,000.00	YES
3	2019	Renovation	Building #11 Eastside HVAC Replacement	1			400000.00		\$ 400,000.00			\$ 400,000.00	YES
3	2019	Renovation	Building #11 Energy Recovery Unit Replacement	1			250000.00		\$ 250,000.00			\$ 250,000.00	YES
3	2019	Renovation	Building #28 Air Handler Upgrades	1			400000.00		\$ 400,000.00			\$ 400,000.00	YES
3	2019	Renovation	Building #12 Package Unit Replacement	1			25000.00		\$ 25,000.00			\$ 25,000.00	YES
3	2019	Renovation	Building #19 VFD Replacement	1			150000.00		\$ 150,000.00			\$ 150,000.00	YES
3	2019	Renovation	Building #2 Dark Room Split Unit Replacement	1			10000.00		\$ 10,000.00			\$ 10,000.00	YES
3	2019	Renovation	Venice Campus Irrigation Pump Replacement	2			80000.00		\$ 80,000.00			\$ 80,000.00	YES
3	2019	Renovation	Building #23 AC Replacement	1			25000.00		\$ 25,000.00			\$ 25,000.00	YES
3	2019	Renovation	Building #14 Food Service Equipment Replacement	1			95000.00		\$ 95,000.00			\$ 95,000.00	YES
3	2019	Renovation	Venice Air Cooled Chiller Replacement	2			200000.00		\$ 200,000.00			\$ 200,000.00	YES
3	2019	Renovation	HVAC Hotwater Piping Replacement Project	1			700000.00		\$ 700,000.00			\$ 700,000.00	YES
4	2020	Renovation	Service Road & Adjacent Area Drainage Improvements	1				775000.00	\$ 775,000.00			\$ 775,000.00	YES
4	2020	Renovation	Building 27/29 Site Development	1				500000.00	\$ 500,000.00			\$ 500,000.00	YES
4	2020	Renovation	Building 2/5 Landscape/Drainage Replacement	1				200000.00	\$ 200,000.00			\$ 200,000.00	YES
4	2020	Renovation	Bradenton Campus Sidewalk Pole Lighting Replacement	1				560000.00	\$ 560,000.00			\$ 560,000.00	YES
4	2020	Renovation	Bradenton Campus North/Southwest Mill Parking Lots	1				1000000.00	\$ 1,000,000.00			\$ 1,000,000.00	YES
4	2020	Renovation	Venice Campus Exercise Trail Equipment Replacement	2				150000.00	\$ 150,000.00			\$ 150,000.00	YES
4	2020	Renovation	Building #29 Faculty Bathroom Upgrades	1				45000.00	\$ 45,000.00			\$ 45,000.00	YES
4	2020	Renovation	Building #29 Kitchenette Upgrades	1				20000.00	\$ 20,000.00			\$ 20,000.00	YES
4	2020	Renovation	Building #26 Bathrooms Upgrades	1				500000.00	\$ 500,000.00			\$ 500,000.00	YES
4	2020	Renovation	Building #6 Bathroom Upgrades	1				500000.00	\$ 500,000.00			\$ 500,000.00	YES
4	2020	Renovation	Building #18 Bathroom Upgrades	1				1000000.00	\$ 1,000,000.00			\$ 1,000,000.00	YES
4	2020	Renovation	Building # 400 Floor Replacement	2				100000.00	\$ 100,000.00			\$ 100,000.00	YES
4	2020	Renovation	Building # 300 Classroom Floor Replacement	2				75000.00	\$ 75,000.00			\$ 75,000.00	YES
4	2020	Renovation	BC/VC Interior Chiller Painting	1,2				20000.00	\$ 20,000.00			\$ 20,000.00	YES
4	2020	Renovation	Building #9 Classroom Dry Erase Board Replacement	1				150000.00	\$ 150,000.00			\$ 150,000.00	YES
4	2020	Renovation	Bradenton Campus Baseball Bathroom Upgrades	1				50000.00	\$ 50,000.00			\$ 50,000.00	YES
4	2020	Renovation	Baseball Outdoor Stadium Light Fixture Replacement	1				350000.00	\$ 350,000.00			\$ 350,000.00	YES
4	2020	Renovation	Bradenton Campus Baseball Scoreboard Replacement	1				250000.00	\$ 250,000.00			\$ 250,000.00	YES
4	2020	Renovation	Bldg 29 Interior Finishes Upgrade	1				1000000.00	\$ 1,000,000.00			\$ 1,000,000.00	YES
4	2020	Renovation	Bldg 17 Lobby Restrooms & Locker Rooms Upgrades	1				2000000.00	\$ 2,000,000.00			\$ 2,000,000.00	YES
									\$ -			\$ -	

*Total Project Cost includes funding from all sources

TOTAL MAINTENANCE, REPAIR & RENOVATION PROJECTS \$ 6,370,000.00 \$ 5,185,000.00 \$ 9,245,000.00 \$ 20,800,000.00

SECTION FOUR

PROJECT EXPLANATION (CIP 3A)

FLORIDA COLLEGE SYSTEM
CIP 3A PROJECT EXPLANATION
2023-2024 through 2025-2026

College Name	State College of FL, Manatee-Sarasota			
Project Title	Construct Science and Technology Building			
Budget Entity Priority	1			
Statutory Authority	Sec. 1013.64(4)(a)			
Type of Project (*)	Renovation	Remodel	New Construction	Acquisition
			X	

GEOGRAPHIC LOCATION 8000 S. Tamiami Trail, Venice FL. **COUNTY:** Sarasota
 Site street address, City

Official College Site Number 2

PROJECT NARRATIVE: SURVEY RECOMMENDATIONS, JUSTIFICATION, & EXPLANATION OF EXTRAORDINARY COSTS (IF APPLICABLE)
 In order to improve the quality and quantity of science labs to support SCF's Science, Nursing, Technology and Engineering Programs. SCF is planning to construct a new building. SCF is currently partnered with the University of Florida to bring UF's curriculum to SCF. This programming allows students the ability to start in a 4-year degree without the financial burden of moving away.
 The University of Florida and SCF have already begun an UF Engineering feeder program that started in the fall of 2017. These programs along with SCF's Science, Technology and Nursing programs are projected to have significant growth over the next five years. In preparation for this collaborative effort, this new 8,913 s.f. laboratory building will ensure that SCF is postured to support current and future needs of the students. Currently our building #200 contains (2) two general purpose labs, (1) one physics lab and (1) chemistry lab. This limits the coursework and number of students in a given semester that can take a specific class. With the additional lab spaces, we can expand our course offerings in both availability and convenience with regards to scheduling. The additional lab spaces generated with the new building will allow us to serve another 100 Student Stations

RESERVE ESCROW 0.5% (per s. 1001.03(18)(c), F.S.)

Building value \$ 3,096,013 _____

Source of valuation for remodel or renovation

1st year escrow deposit amount \$ 15,480 _____

Escrow funding source

Comments:

Initial Year Requested: **2016** **Has this project ever been vetoed? If so, list year(s):**

List All Proposed Sources of Funding:
 PECO
 SCF Local Funds

Projected Bid Date/Start of Construction (Month, Year): January-23
Projected Occupancy Date (Month, Year): January-24

Funding Educational Specifications Section (must be completed for all first-year priority construction)				
Date of Survey	Survey Recommendation #	Survey Recommended Total NSF	NSF Used	Student Stations Used
July 2016				
	2.001-2.008	New Construction:		
	2.009	Teaching Labs: 6275	6275	100

CIP 3B COST WORKSHEET

State College of FL, Manatee-Sarasota

Construct Science and Technology Building

NEW CONSTRUCTION					
CATEGORY	NSF	GSF	\$/GSF	Local Factor	Const. Cost
Classrooms		0	325.93	1.01	\$0
Teaching Labs	6,275	8913	343.92	1.01	\$3,096,013
Library		0	263.74	1.01	\$0
Vocational Labs		0	343.92	1.01	\$0
Offices		0	351.27	1.01	\$0
Auditorium - Exhibits		0	364.44	1.01	\$0
Instructional Media		0	238.91	1.01	\$0
Gymnasium		0	257.70	1.01	\$0
Student Services		0	327.36	1.01	\$0
Support Services		0	235.61	1.01	\$0
TOTAL	6,275	8,913	Wt. Avg. 321.08		
New Construction Cost					\$3,096,013
REMODELING/RENOVATION*	NSF*	GSF*	\$/GSF*	Local Factor	Const. Cost
				1.01	\$0
				1.01	\$0
Remodeling/Renovation Cost*					\$0

*Note: Remodeling should not exceed 65% of New Construction Cost. Renovation should not exceed 30% of New Construction Cost. Also, DO NOT use the new square footage net to gross ratio for Remodeling projects. Calculate your existing N:G ratio using the actual building net and gross sf numbers. Renovation projects use net square feet only.

Base Construction - New & Rem/Ren	\$3,096,013
Site development/improvement** (2.6%)	\$80,496
Total Base Construction Costs	\$3,176,509

**Note: If 2.6% is used for basic site dev/imp, do not request additional extraordinary construction costs for sitework below.

SCHEDULE OF PROJECT COMPONENTS	ESTIMATED EXPENDITURES				
	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
1. CONSTRUCTION COSTS					
a. Base Construction Cost (from above)	\$538,028				
Add'l Extraordinary Construction Costs					
b. Environmental Impacts/Mitigation					
c. Site preparation					
d. Landscape/Irrigation					
e. Plaza/Walks					
f. Roadway improvements					
g. Parking spaces:					
h. Telecommunication					
i. Electrical service					
j. Water distribution					
k. Sanitary sewer system					
l. Chilled water system					
m. Storm water system					
n. Energy efficient equipment					
o. Other: Construction Cost Inflation	\$553,457				
Subtotal: CONSTRUCTION COSTS	\$1,091,485	\$0	\$0	\$0	\$0
PECO Funds	\$1,091,485				
Other Funds:					
2. OTHER PROJECT COSTS					
a. Land/existing facility acquisition***					
b. Professional Fees					
1) Planning/programming (1%)					
2) A/E fees (7.8%)					
3) Inspection Services*** (sugg. 0.5%)					
4) On-site representation (1.3%)					
5) Other prof. services*** (sugg. 0.5%)					
c. Testing/surveys (2.2%)					
d. Permit/Environmental Fees***					
e. Miscellaneous cost*** (sugg. 1-3%)					
f. Movable equipment/furnishings (10.2%)					
Subtotal: OTHER PROJECT COSTS	\$0	\$0	\$0	\$0	\$0
PECO Funds					
Other Funds:					
TOTAL: COSTS BY YEAR (1+2)	\$1,091,485	\$0	\$0	\$0	\$0
PECO Funds	\$1,091,485	\$0	\$0	\$0	\$0
Other Funds:	\$1,000,000	\$0	\$0	\$0	\$0

Other Fund Sources (Encumbered/Spent)		Appropriations to Date	
Source/Year	Amount	Year	Amount
SCF Local	2,300,000	FY 21-22	2,408,515
TOTAL:	2,300,000	TOTAL:	2,408,515

Projected Costs	
Year	Amount
FY 27-28	
FY 28-29	
FY 29-30	
FY 30-31	
TOTAL:	0

*** As needed

TOTAL PROJECT COSTS \$5,800,000

Higher Educational Facilities Return on Investment

Institution: State College of Florida, Manatee-Sarasota

Project: Construct Science and Technology Building, Venice Campus

Total Funding: \$3,500,000

Previous Funding (State and Local): \$2,408,515 Contingent GR (Sec. 152) and \$2,300,000 Local

Workforce Project (Yes or No): Yes - STEM

Contact Person (Name, Position, Phone No.): Chris Wellman, Associate Vice-President of Facilities Management, 941-752-5443

Check any box(es) that apply and provide a quantitative explanation. Identify the term or years in which ROI information is projected.

1. Number of Additional Degrees and Certificates Produced and How Those Degrees are Meeting the Needs of our State (Job Openings, Average Wages of those Job Openings, etc.)
Explanation: Having additional updated lab space will allow the campus to more fully explore the 2 +2 articulation options open with the University System. Having updated facilities for physics and chemistry will optimize our ability to serve the UF students that are a part of the Gator Engineering program here. Currently we are not able to offer organic chemistry on our campus, and a number of STEM related A.A. pathways are dependent on that course sequence. STEM degrees offer a higher salary range and greater opportunity for employment, thus having up to date lab space to deliver these programs is of the utmost importance.

2. Number of Additional Students Served and the Benefits/Efficiencies Created (increase graduation rate, alleviate waitlist, increase academic support, etc.)
Explanation: Having the ability to teach more lab courses and a greater variety of courses will give Venice Campus students the opportunity to get their prerequisite coursework here without the need for the 43+ mile drive to the Bradenton Campus. Some students are currently limited by this and do not have the transportation available to engage fully in their desired A.A. pathway. Having the correct options available to students will increase retention, but having what the student is interested in, and graduation, by keeping them engaged in their interest here without the need to go elsewhere to complete their desired program of study.

3. Amount of Additional Research Funding to be Obtained; Patents Awarded

Explanation:

4. Project is in an Area of Strategic Emphasis as Determined by the Board of Governors' Gap Analysis or the Department of Economic Opportunity's National Occupational Forecast

Explanation:

5. Increase Business Partnerships Which Will Lead to Guaranteed Internships and Jobs for Students

Explanation:

6. Project Improves the Use, either Operationally or Academically, of Existing Space

Explanation: In order to improve the quality and quantity of science labs to support SCF's Science, Nursing, Technology and Engineering programs, SCF is planning to construct a new building. SCF is currently partnered with the University of Florida to bring UF's curriculum to SCF. This programming allows local students the ability to start in a 4-year degree without the financial burden of moving away. SCF have already begun an UF engineering feeder program beginning the Fall 2017. These programs along with SCF's Science, Technology and Nursing programs are projected to have significant growth over the next five years. In preparation for this collaborative effort, this new 8,913 S.F. laboratory building will ensure SCF is postured to support the current and future needs of the students. Currently our Building #200 contains (2) general purpose labs, (1) biology lab, (1) physics lab, and (1) chemistry lab. This limits the coursework and number of students in a given semester that can take specific classes. With the addition of the new lab spaces, we can expand our course offerings in both availability and convenience with regards to scheduling. The additional lab space generated with the new building will allow us to serve another 100 Student Stations.

7. Contribution of Local Funds Through Matching Grants, Property Donations, etc.

Explanation: SCF has set aside \$1,000,000 of its own local funds to be applied directly to the financing of these new science labs.

8. Reduces Future Deferred Maintenance Cost and Extends the Life of the Facility by Bringing the Project up to Existing Standards (cost-benefit analysis of renovation or new facility vs. maintenance)

Explanation:

9. Projected Facility Utilization Rate

Explanation:

10. Current/Projected Campus Utilization Rate

Explanation:

Other Pertinent Information not included above:

**FLORIDA COLLEGE SYSTEM
CIP 3A PROJECT EXPLANATION
2023-2024 through 2025-2026**

College Name	State College of FL, Manatee-Sarasota			
Project Title	Health and Human Performance Center			
Budget Entity Priority	1			
Statutory Authority	Sec. 1013.64(4)(a)			
Type of Project	Renovation	Remodel	New Construction	Acquisition
			X	

GEOGRAPHIC LOCATION

Official College Site Number	Site Street Address	City	County
1	5840 26th Street West	Bradenton	Manatee

PROJECT NARRATIVE: SURVEY RECOMMENDATIONS, JUSTIFICATION, & EXPLANATION OF EXTRAORDINARY COSTS (IF APPLICABLE)

The SCF Health and Human Performance Center will provide expanded space for the Occupational & Physical Therapy and Sports Training degree programs. Additionally, this expansion will provide a future growth and transition opportunity into our current BAS Supervision and Management degree with the addition of a concentration in Sport, Fitness, and Recreation Management. The project will also provide space for student wellness activities for SCF's students as well as community wellness programs.

RESERVE ESCROW 0.5% (per s. 1001.03(18)(c) , F.S.)

Building value	\$	14,006,066	
Source of valuation for remodel or renovation			
1st year escrow deposit amount	\$	70,030	
Escrow funding source			
Comments:			

Initial Year Requested: _____ **Has this project ever been vetoed? If so, list year(s):** _____

List All Proposed Sources of Funding:

Projected Bid Date/Start of Construction (Month, Year): January-24
Projected Occupancy Date (Month, Year): January-25

Funding Educational Specifications Section (must be completed for all first-year priority construction)

Date of Survey	Survey Recommendation No.	Survey Recommended Total NSF	NSF Used	Student Stations Used
06/23/2021	1.011			
		New Construction:		
		Vocational Labs	10,537	89
		Office	9,000	
		Audiovisual	3,000	
		Gymnasium	409	
		Total NSF Used	22,946	

CIP 3B COST WORKSHEET

State College of FL, Manatee-Sarasota

Health and Human Performance Center

BUILDING SPACE DESCRIPTION

NEW CONSTRUCTION		NSF	GSF	\$/GSF	Local Factor	Const. Cost
CATEGORY						
Classrooms			0	\$ 418.70	1.01	\$ -
Teaching Labs			0	\$ 439.65	1.01	\$ -
Library			0	\$ 371.46	1.01	\$ -
Vocational Labs		10,537	14,967	\$ 439.65	1.01	\$ 6,646,044
Offices		9,000	12,784	\$ 452.68	1.01	\$ 5,844,932
Auditorium - Exhibits			0	\$ 472.97	1.01	\$ -
Instructional Media		3,000	4,261	\$ 306.91	1.01	\$ 1,320,821
Gymnasium		409	581	\$ 331.06	1.01	\$ 194,269
Student Services			0	\$ 450.84	1.01	\$ -
Support Services			0	\$ 305.03	1.01	\$ -
TOTAL		22,946	32,593	Wt. Avg. 417.26		
New Construction Cost						\$ 14,006,066
REMODELING/RENOVATION*		NSF*	GSF*	\$/GSF*	Local Factor	Const. Cost
					1.01	\$ -
					1.01	\$ -
TOTAL		0.00	0.00			\$ -
Remodeling/Renovation Cost*						\$ -

*Note: Remodeling should not exceed 65% of New Construction Cost. Renovation should not exceed 30% of New Construction Cost. Also, DO NOT use the new square footage net to gross ratio for Remodeling projects. Calculate your existing N:G ratio using the actual building net and gross sf numbers. Renovation projects use net square feet only.

Base Construction for New & Rem/Ren \$ 14,006,066
 Site development/improvement** (2.6%)
Total Base Construction Costs \$ 14,006,066

**Note: If 2.6% is used for basic site dev/imp, do not request additional extraordinary construction costs for sitework below.

PROJECT COMPONENT COSTS & PROJECTIONS

		Costs Encumbered/ Incurred to date	Year 1 2023-2024	Year 2 2024-2025	Year 3 2025-2026	TOTAL
1. CONSTRUCTION COSTS						
a.	Total Base Construction Cost (from above)			\$ 14,006,065.96		\$ 14,006,065.96
Additional Extraordinary Construction Costs						
b.	Environmental Impacts/Mitigation					-
c.	Site preparation			75,000.00		75,000.00
d.	Landscape/Irrigation			50,000.00		50,000.00
e.	Plaza/Walks			45,000.00		45,000.00
f.	Roadway improvements					-
g.	Parking spaces:					-
h.	Telecommunication			40,000.00		40,000.00
i.	Electrical service			150,000.00		150,000.00
j.	Water distribution			50,000.00		50,000.00
k.	Sanitary sewer system			50,000.00		50,000.00
l.	Chilled water system			150,000.00		150,000.00
m.	Storm water system			55,000.00		55,000.00
n.	Energy efficient equipment					-
o.	Other: DEMO BLDG 17			250,000.00		250,000.00
Subtotal: CONSTRUCTION COSTS		\$ -	\$ -	\$ 14,921,065.96	\$ -	\$ 14,921,065.96
2. OTHER PROJECT COSTS						
a.	Land/existing facility acquisition***		-	-		-
b.	Professional Fees					
	1) Planning/programming (1%)			140,060.66		140,060.66
	2) A/E fees (7.8%)			1,092,473.14		1,092,473.14
	3) Inspection Services*** (sugg. 0.5%)			70,030.33		70,030.33
	4) On-site representation (1.3%)			182,078.86		182,078.86
	5) Other prof. services*** (sugg. 0.5%)			70,030.33		70,030.33
c.	Testing/surveys (2.2%)			308,133.45		308,133.45
d.	Permit/Environmental Fees***			-		-
e.	Miscellaneous cost*** (sugg. 1-3%)			140,060.66		140,060.66
f.	Movable equipment/furnishings (10.2%)			1,428,618.73		1,428,618.73
*** As needed	Subtotal: OTHER PROJECT COSTS	\$ -	\$ -	\$ 3,431,486.16	\$ -	\$ 3,431,486.16
TOTAL PROJECT COST		\$ -	\$ -	\$ 18,352,552.12	\$ -	\$ 18,352,552.12

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	
								(number below should equal Total Project Cost)
		\$ -			\$ -		\$ -	\$ -

Higher Educational Facilities Return on Investment

Institution: State College of Florida, Manatee-Sarasota

Project: Bradenton Campus Health and Human Performance Center

Total Funding: \$18,352,552

Previous Funding (State and Local): _____

Workforce Project (Yes or No): No

Contact Person (Name, Position, Phone No.): Chris Wellman, Associate Vice-President of Facilities Management, 941-752-5443

Check any box(es) that apply and provide a quantitative explanation. Identify the term or years in which ROI information is projected.

1. Number of Additional Degrees and Certificates Produced and How Those Degrees are Meeting the Needs of our State (Job Openings, Average Wages of those Job Openings, etc.)
Explanation: The Health & Human Performance Center will enable SCF to offer Associate of Science degree in Sports, Fitness, and Recreation Management. Additionally, this expansion may provide a future growth and transition opportunity into our current BAS Supervision and Management degree with the addition of a concentration in Sport, Fitness, and Recreation Management.
2. Number of Additional Students Served and the Benefits/Efficiencies Created (increase graduation rate, alleviate waitlist, increase academic support, etc.)
Explanation:
3. Amount of Additional Research Funding to be Obtained; Patents Awarded
Explanation
4. Project is in an Area of Strategic Emphasis as Determined by the Board of Governors' Gap Analysis or the Department of Economic Opportunity's National Occupational Forecast
Explanation:
5. Increase Business Partnerships Which Will Lead to Guaranteed Internships and Jobs for Students
Explanation:
6. Project Improves the Use, either Operationally or Academically, of Existing Space
Explanation: The SCF Health and Human Performance Center will provide expanded space for the Occupational & Physical Therapy and Sports Training degree programs. Additionally, this expansion will provide a future growth and transition opportunity into our

current BAS Supervision and Management degree with the addition of a concentration in Sport, Fitness, and Recreation Management. The project will also provide space for student wellness activities for SCF's students as well as community wellness programs.

7. Contribution of Local Funds Through Matching Grants, Property Donations, etc.

Explanation:

8. Reduces Future Deferred Maintenance Cost and Extends the Life of the Facility by Bringing the Project up to Existing Standards (cost-benefit analysis of renovation or new facility vs. maintenance)

Explanation: The funding for this project will enable the building 17 on the Bradenton campus to be demolished. Most of building 17 components and systems are beyond their useful life. Currently Building 17 has about \$4,000,000 of deferred maintenance items that need to be addressed to bring the building to ADA and Florida building code.

9. Projected Facility Utilization Rate

Explanation:

10. Current/Projected Campus Utilization Rate

Explanation:

Other Pertinent Information not included above:

SECTION FIVE

OPERATING EXPENSES FOR NEW FACILITIES

**DIVISION OF FLORIDA COLLEGES
OPERATING COSTS FOR NEW FACILITIES (OCNF)
2023-24 LEGISLATIVE BUDGET REQUEST**

COLLEGE: State College of Florida, Manatee-Sarasota

PROJECT DESCRIPTION (FACILITY/LOCATION)	YEAR(S) FUNDED		FUND SOURCE	EST. DATE OPER.		NEW GSF
	2011, 2014, 2016	2018, 2019		Dec-17	Dec-20	
Construction of New Library (Building #3), Bradenton Campus			PECO	Dec-17		63,000
Construction of Natural Science Building (Building #25A), Bradenton Campus		2018, 2019	PECO, CIF, Transfer	Dec-20		12,307
Construction of Studio for The Performing Arts (Building #1 1A), Bradenton Campus		2018, 2019	CIF, SCF Foundation, Transfer	Apr-21		15,048

PRESIDENT (OR DESIGNEE) _____ **DATE** _____

Print Name, Title _____

Instructions:

- (1) Describe the facility and location as presented in the appropriation act.
 - (2) Identify year(s) funded or appropriated
 - (3) Identify the fund source(s): PECO, CO&DS, CIF, and/or other local funds.
- NOTES: Projects not funded with PECO need legislative authorization (back-of-bill) to receive state operating funds.
 Any space submitted for state operating funds must be survey recommended.
 Any space deleted from your inventory for which operating dollars have been received should be subtracted from OCNF.
- (4) Use the MONTH and YEAR the facility is expected to be operational (i.e. 8/22; 01/23).
 - (5) List the ESTIMATED GROSS SQUARE FEET for the facility.
 - (6) The signature of the College President (or Designee) and date are to be provided.
 - (7) Print the name and title of person signing.

SECTION SIX

REQUEST FOR LEGISLATIVE ACTION

DIVISION OF FLORIDA COLLEGES
2023-2024 Request for Legislative Action

College: State College of Florida, Manatee-Sarasota

Requested Actions: Property acquisition (land or facilities) or construction of new facility using non-PECO fund source, which will require state operating dollars; or, request for reappropriation of funds from one project to another (survey-recommended) project.

1. Acquire land/facilities for future growth and development of a new campus/center in Manatee or Sarasota County, subject to State Board of Education approval, and construct/remodel/renovate facilities for classrooms, labs, offices, support space and parking

