

REVISED
10/22/2020

Board of Trustees

Finance, Facilities & Technology Committee

October 28, 2020 from 10:00 am to 11:30 am
Via Zoom

The public is invited to view the meeting on YouTube. The link to the Board of Trustees YouTube page can be found the Board website: <https://www.maine.edu/board-of-trustees/>

AGENDA

- 10:00am – 10:10am
TAB 1 Lease Authorization Request, Cutler Health Center, UM
- 10:10am – 10:20am
TAB 2 Lease Authorization Request, Kell Street Inceptor Pumping Station, UM
- 10:20am – 10:40am
TAB 3 UMS Annual Real Estate and Lease Report, UMS
- 10:40am – 10:55am
TAB 4 Capital Projects Status Report and Bond Projects Update, UMS
- 10:55am - 11:10am
TAB 5 Review of IT Projects with a Value of \$250,000 of Greater
- 11:10am – 11:30am
TAB 6 FY2021 Budget Revision Summary

Action items within the Committee purview are noted in green.

Items for Committee decisions and recommendations are noted in red.

Note: Times are estimated based upon the anticipated length for presentation or discussion of a particular topic. An item may be brought up earlier or the order of items changed for effective deliberation of matters before the Committee.



AGENDA ITEM SUMMARY

1. **NAME OF ITEM:** Lease Authorization Request, Cutler Health Center UM
2. **INITIATED BY:** Mark R. Gardner, Chair
3. **BOARD INFORMATION:** **BOARD ACTION:** X
4. **OUTCOME:** **BOARD POLICY:**
 Improve student success and completion 802 – Disposition of Real Property
 Enhance Fiscal Positioning
5. **BACKGROUND:**

The University of Maine System acting through the University of Maine (UM) requests authorization to enter a lease with Eastern Maine Medical Center (EMMC) through Northern Light Health for space at the Cutler Health Center.

In May of 2015 the University of Maine entered into a five-year agreement with Norumbega Medical Specialists, Ltd. to provide comprehensive healthcare services at the University of Maine. As a part of this service a no-cost lease agreement was executed for the space in Cutler Health Center where these services are provided. Prior to the termination of this agreement, the University went through a new Request for Proposal (RFP) process to find a partner to continue to provide these services for the University of Maine community (students, faculty and staff). The partner organization would provide these services out of the Cutler building in the space identified. As a result of the RFP, EMMC through Northern Light Health was selected as this partner.

This request is pursuant to Board Policy 802, Disposition of Real Property, which requires Board approval for leases of five or more years or \$100,000 or greater. In this case, the requirement is in regards to the duration and approval by the full Board is required.

Northern Light Health/Eastern Maine Medical Center is the specialty referral hospital for the region in northern Maine. EMMC would utilize the space in the west side of the ground floor of Cutler Health Center, measuring roughly 8,356 net square feet to provide health services. Additional space in the southeast corner of the building totaling roughly 3,407 net square feet will be utilized for athletic training services, administrative office space, and for the Way to Optimal Weight, or W.O.W. program.

10/19/2020

The presence of Northern Light Health/EMMC on the UM campus provides a means to support the healthcare needs of the campus community associated with a residential living model; supports on-campus occupational health care and enhanced OSHA compliance and workplace injury surveillance; and creates an opportunity for relevant clinical and academic programming for the Nursing and Athletic Training programs.

The proposed new lease would cover a potential period of ten years, including an initial term of seven years with three one-year renewals. As with the former lease agreement, in order to provide a revenue neutral and cost recoverable service, the Lessee is not required to pay rent for the premises.

6. TEXT OF PROPOSED RESOLUTION:

That the Finance, Facilities, and Technology Committee forward this item to the Consent Agenda at the November 16, 2020, Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees approves the recommendation of the Finance, Facilities, Technology Committee to authorize the University of Maine System acting through the University of Maine to enter a lease with Eastern Maine Medical Center for approximately 11,763 net square feet of space at the Cutler Health Center, subject to review and approval of all final terms and conditions by the University of Maine System Treasurer and General Counsel.



AGENDA ITEM SUMMARY

1. **NAME OF ITEM:** Lease Authorization Request,
Kell St. Interceptor Pumping Station, UM
2. **INITIATED BY:** Mark R. Gardner, Chair
3. **BOARD INFORMATION:** **BOARD ACTION:** X
4. **OUTCOME:** **BOARD POLICY:**
Enhance Fiscal Positioning 802 – Disposition of Real Property
5. **BACKGROUND:**

The University of Maine System acting through the University of Maine (UM) requests authorization to enter a new lease that would continue a prior lease and existing practices with the Town of Orono.

In October of 1969 the University of Maine entered a fifty-year lease with the Inhabitants of the Town of Orono for a parcel of land owned by the University known as the Kell Street Interceptor pumping station. The lease expired in October of 2019. Both parties have expressed interest in continuing the lease for a duration of 50 years.

This request is pursuant to Board Policy 802, Disposition of Real Property, which requires Board approval for leases of five or more years or \$100,000 or more. In this case, the requirement is in regards to the duration and approval by the full Board is required.

The Orono Pump Station is located on the parcel in question. This pumping station is needed to safely handle all underground sewage in the surrounding area, which includes the sewer service from the University of Maine. The previous and now proposed lease for approximately 0.32 acres, began October 29, 1969 and expired on October 28, 2019. The new lease would extend the agreement by another fifty (50) years, through October 31, 2070. There are no changes to the current rate of \$1 per year.

6. **TEXT OF PROPOSED RESOLUTION:**
That the Finance, Facilities, and Technology Committee forward this item to the Consent Agenda at the November 16, 2020, Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees approves the recommendation of the Finance, Facilities, Technology Committee to authorize the University of Maine System acting through the University of Maine to enter a continued lease with Town of Orono for a parcel of land known as the Kell Street Interceptor pumping station, subject to review and approval of all final terms and conditions by the University of Maine System Treasurer and General Counsel.

10/19/2020



AGENDA ITEM SUMMARY

1. **NAME OF ITEM:** UMS Annual Real Estate and Lease Report
2. **INITIATED BY:** Mark R. Gardner, Chair
3. **BOARD INFORMATION:** X **BOARD ACTION:**
4. **OUTCOME:** **BOARD POLICY:**
5. **BACKGROUND:**

Board of Trustees Policies 801 – *Acquisition of Real Property* and 802 – *Disposition of Real Property* require an annual report summarizing real estate transactions for the Board of Trustees. These policies require Board approval for:

- Acquisitions of real property with a cost of \$50,000 or more;
- Any real property with a total payment term that exceeds \$100,000 and/or a term greater than 5 years;
- Leases/licenses for use of University real property if the total payment is greater than \$100,000 and/or the term is greater than 5 years.
- Note: Exceptions may be granted for leases/licenses of University property for minor uses to unrelated parties, e.g., easements and rights-of-way granted to public entities or environmental monitoring equipment.

This summary and attachment comprise the report for FY2020. This report in general does not reflect Board actions not yet implemented and does not contain works in progress.

Real Estate Transactions

Acquisitions:

During FY2020, the University of Maine System did not acquire real estate.

Disposition(s):

In October 2019, Trustees through its Finance, Facilities and Technology Committee approved a request by the University of Maine to dispose of two out-of-state properties that had been bequeathed to the University:

10/19/2020

1. One property totaled 0.47 acres, 500 square feet of facility space, and sold for \$180,000.
2. The second property totals 0.80 acres, 1,194 square feet of facility space and is valued at \$319,000. This property remains for sale but is included here for clarity.

Lease transactions:

In general, this year's leasing activity reflects the normal ebb and flow of university business with the exception of the addition of a lease for residence hall purposes associated with the University of Maine at Augusta as approved by Trustees.

As a lessee or occupant of space, the University is engaged in lease agreements for uses such as dormitory space, forestland, academic and research locations, recreational fields, and utility purposes. The cost of leasing property in FY2020 was \$1.86 million, an increase of approximately \$650,000 from FY2019. Again, this increase was primarily associated with the Trustee-approved Steven Commons lease in Hallowell (UMA which constitutes the University of Maine at Augusta's creation of a residential experience and the cost of which ultimately is borne by those who reside there). The University's lease footprint as a lessee decreased in FY20. Acreage decreased by approximately 1,500 acres and facility space decreased by approximately 17,000 square feet. These decreases are attributed to several leases expiring.

As a lessor or owner, the University engaged in agreements making real property available for uses such as research, early education and childcare centers, office spaces, financial institution use, and cell tower locations. Revenue in FY2020 totaled more than \$697,000 which was a decrease of approximately \$45,000. The decrease was primarily due to leases which reached their end and were not renewed.

EXECUTIVE SUMMARY

FY2020 REAL ESTATE AND LEASE ACTIVITY REPORT

REAL ESTATE ACQUIRED

	Acquired	Acreage	Sq. Ft	Value
-	-	-	-	-
TOTALS				

REAL ESTATE DISPOSITION

	Disposition	Acreage	Sq. Ft	Value
UM	1	.47	500	\$180,000
TOTALS	1	.47	500	\$180,000

Leased from Others (UMS is Lessee/occupant)

	Leases		Acreage		Square Feet		Annual Cost	
	Previous	Current	Previous	Current	Previous	Current	Previous	Current
UMA	10	10	0	0	67,637	85,037	\$543,502.76	\$1,251,640.00
UMF	2	2	0.46	.46	0	0	\$1.00	\$1.00
UMFK	1	1	2.3	2.3	0	0	-	-
UMaine	26	16	2788.84	1234.05	169,045	135,440	\$515,805.00	\$432,399.00
UMM	0	0	0	0	0	0	-	-
UMPI	0	0	0	0	0	0	-	-
USM	5	4	0	0	18,577	17,577	\$147,010.12	\$171,509.57
UMS	1	1	0	0	657	657	\$10,800.00	\$12,000
Totals	45	34	2791.6	1236.8	255,916	238,711	\$1,217,118.88	\$1,867,550.57

Leased to Others (UMS is Lessor/owner)

	Leases		Acreage		Square Feet		Annual Revenue	
	Previous	Current	Previous	Current	Previous	Current	Previous	Current
UMA	3	2	0	0	7,027	6,409	\$17,394.30	\$15,345.00
UMF	3	2	0.1	0.1	7,836	6,009	\$26,200.00	\$19,800.00
UMFK	0	1	0	.06	0	794	-	\$22,896.00
UMaine	35	34	27.50	27.50	33,193	15,584	\$393,062.36	\$261,964.56
UMM	3	2	0	0	2,735	2,610	\$26,041.00	\$24,841.00
UMPI	5	5	84.53	84.53	1,847	1,847	\$21,999.00	\$21,006.00
USM	22	21	0.74	0.74	27,315	26,127	\$301,159.18	\$331,159.18
UMS	0	0	0	0	0	0	-	-
Totals	71		112.87	112.87	79,953	59,380	\$742,261.54	\$697,011.74



AGENDA ITEM SUMMARY

1. **NAME OF ITEM:** Capital Project Status Report and Bond Projects Update, UMS
2. **INITIATED BY:** Mark R. Gardner, Chair
3. **BOARD INFORMATION:** X **BOARD ACTION:**
4. **OUTCOME:** **BOARD POLICY:**
5. **BACKGROUND:**

Overview:

Attached is the Capital Project Status Report for the October 28, 2020 meeting of the Finance, Facilities and Technology Committee. The report reflects a total of 21 projects; no new project has been added since the last report. One project has been removed.

COVID-19 Impact on Capital Construction:

While many projects continue to move forward at this time under the various provisions of state and federal pandemic guidance, some impacts continue.

- Three of four projects previously placed on hold remain so. The viability of and alternative options for these projects will continue to be reviewed for potential future resumption.
- Where construction is underway, the University is requiring contractors to provide a site specific COVID-19 work plan that outlines their process for ensuring their employees respect social distancing and other recommended or mandated practices for minimizing the spread of the virus, and their alignment with University protocols.
- Since mid-March the University has been conducting pre-bid meetings virtually; providing photos and videos of existing conditions and responding to questions issued by email.
- Since April the process of receiving bids transitioned to an electronic process. The University receives bids by email and provides a link to access an online or phone connection for the bid opening.
- Capital Planning and Project Management is collaborating with each campus to understand the policies each has put in place as well as any local municipal orders or policies to ensure our contractors are heeding them.
- The University has started seeing communication from contractors that material deliveries are being delayed with potential schedule and cost impacts.

10/19/2020

- We are beginning to see specific costs associated with the added protections and safety precautions required by the CDC, State and Campus.
- Costs for everyday construction materials are trending high and causing strain on project budgets.

Bond Project Status Report:

The special portion of this report calling out only bond projects continues to reflect twenty-nine (29) projects. These twenty-nine projects are currently estimated to account for more than \$38 million of the \$49 million in voter approved general obligation bond funding. About \$9.3 million of that has been expended.

Supplemental funding is being leveraged for some of these projects and the total estimated project value across all funds currently stands at approximately \$51.1 million, including the bond funding and other project resources. The University continues to invest in additional projects as well.

- Twelve of the bond projects are complete and another two are substantially complete.
- Eleven (11) of these bond projects also appear on the Capital Project Status Report with approved budgets above Board threshold.
- Four (4) projects are expected to be brought to the Board for additional authorization as design progresses but are currently in design and pre-design phases with budgets below the Board approval threshold.
- The remaining bond funded projects do not have budgets that meet the threshold for Board of Trustees consideration and are therefore not present on the Capital Projects Status Report. As projects are completed, they will remain on this report for documenting purposes until all Bond Projects are completed.

Future reports will be updated to reflect additional active Bond projects as the information becomes available.

Update to UM Ferland Engineering Education & Design Center Project:

Construction Continues; Underground Utilities including site steam work is well underway; basement concrete foundation construction is nearing completion; first floor concrete footing and wall construction is underway. Basement underground plumbing and basement structural steel is planned for October. The contractor, Consigli Construction Company, is working toward having the building concrete foundations in place and backfilled by winter with the plan of conducting structural steel erection through the winter months.

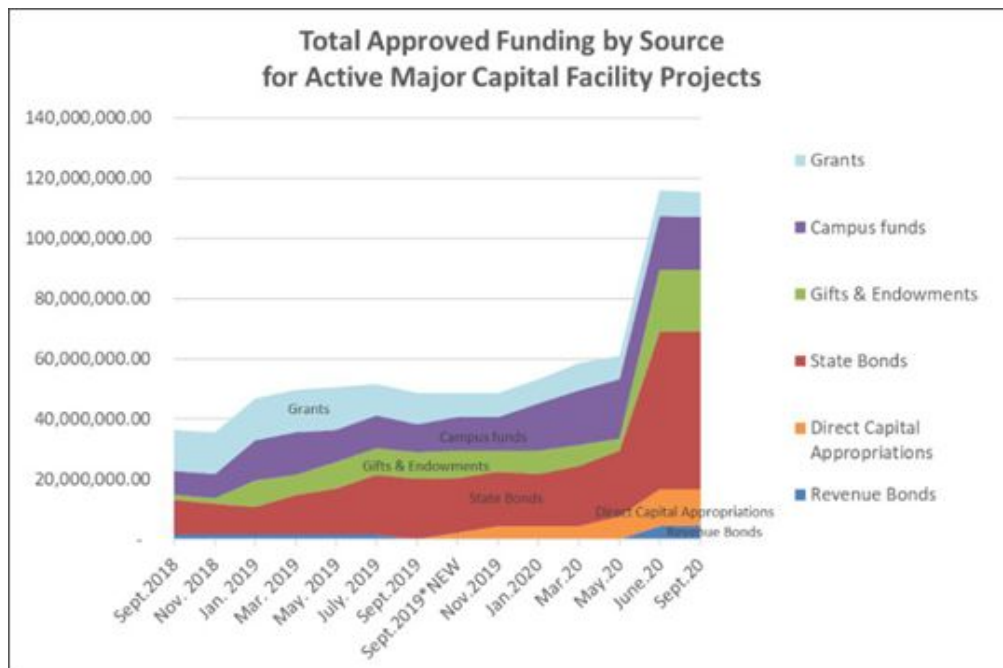
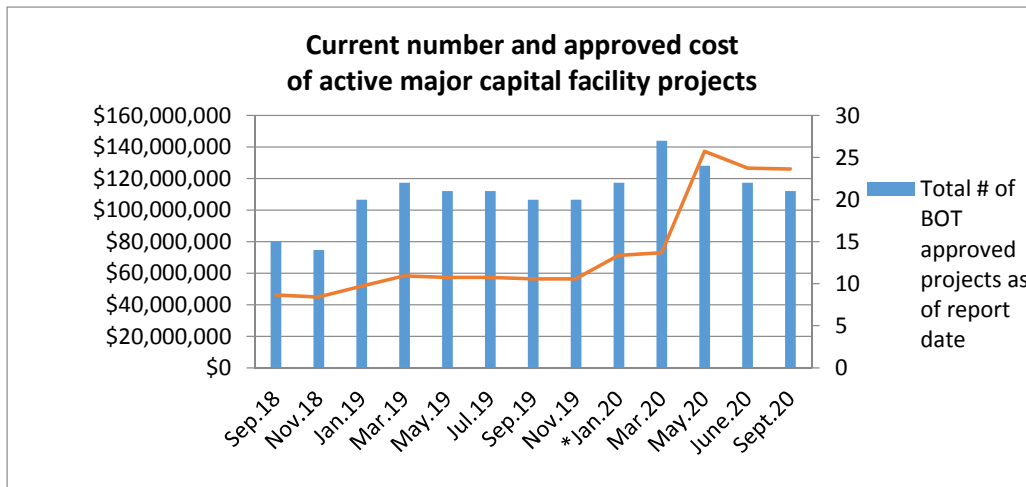
Update to USM Portland Commons and Career and Student Success Center

Design is progressing with the intent of completing construction documents near the end of the calendar year. Enabling work, such as remediation in preparation for demolition of 25 and 35 Bedford Street is in planning stages and would allow for work to commence in early 2021 as buildings are vacated. The project is currently before the City of Portland Planning Board, with USM having presented to Board members at workshop sessions in August and October.

Update to UMFK Enrollment and Advancement Center

Foundation wall construction was complete and backfilled as of early October.

Completion of underground utilities followed shortly thereafter. Wall framing will begin when the glulam beams arrive on site in November. The substantial completion date remains June 1st, 2021.



*Direct Capital Appropriations funds consist of capital appropriations in anticipation of revenue bonding, as well as MEIF funds.

**Please note that the graph reflecting Total Approved Funding by Source for Active Major Capital Facility Projects, two sets of data for the month of September are captured to reflect a change in methodology. The new methodology does not reflect any change in resources but does reflect a refinement in how those resources are categorized. Following months will return to a single set of data for each month.

10/19/2020

Capital Project Status Report
Board Approved Projects
October 2020 - Finance, Facilities and Technology Committee
With Grand Totals and % of Current Approved Estimates

Campus, Project Name (Project ID)	Funding Source(s) & each source's share of expenditures to date	Status	Original Estimated Completion	Current Est. Completion	Original Approved Estimate	Current Approved Estimate	% Expended of Current Approved Estimate	Prior Actions, Information & Notes
UMA								
Handley Hall HVAC System Upgrade (1200029)	2018 State Bond (100%)	Design in Progress	2020	2021	\$575,000	\$575,000	5%	Board approved \$575K in September, 2019.
Augusta Welcome Center (1100077)	2018 State Bond (100%)	Hold	2021	2021	\$6,850,000	\$6,850,000	5%	Board approved \$6.85M in January 2020.
UM								
Advanced Structures and Composites Center Expansion/ASCC Equip W2-Thermoplastics Lab/ASCC Equip W2 Tow Carriage (5100316, 5100414, 5100432)	2010 State Bond (49%), Grants (45%), Gifts (6%), Campus E&G Funds (0%)	Project 5100316 is Complete, Project 5100414 Design in Progress, Project 5100432 is Complete	2014	2021	\$6,400,000	\$10,400,000	92%	Board approved \$6.4M in November, 2012. Board approved \$1.6M in March 2014. Board approved increase of \$871,000 in March 2015. BOT approved additional \$1.5M in May 2016 for equipment project.
Darling Marine Center Waterfront Infrastructure (5100459, 5100460, 5100461)	Grants (67%), Campus E&G Funds (33%)	Construction in Progress	2017	2021	\$3,000,000	\$5,200,000	36%	Board approved \$3M in July, 2017. Board approved increase of \$2.2M in September, 2019.
UM Ferland Engineering, Education and Design Center (5100458, 5100493, 5100546, 5200604)	Gifts (12%), Campus Funds (6%), Campus Reserves (8%), State Appropriations (74%)	Construction in Progress	2024	2024	\$1,000,000	\$72,000,000	13%	Board approved \$1M in September, 2017. Board approved additional \$8M in May, 2018. Additional \$63M BOT approved March, 2020 Initial occupancy of this facility is expected in 2022; final completion in 2024.
Wells Commons Generator (5100433)	Campus Auxiliary Operating (64%) Campus Auxiliary Reserves (36%)	Substantially Complete	2019	2020	\$525,000	\$525,000	62%	Board approved \$525,000 January, 2018.
Hilltop Commons Servery Updates (5100489)	Campus Auxiliary Operating (35%) Campus Auxiliary Reserves (65%)	Substantially Complete	2019	2020	\$925,000	\$925,000	77%	Board approved \$925,000 January, 2019.
UM Energy Center Phase II (5100516, 5100517)	Campus Operating (96%) / Campus Reserves (4%)	Pre-Design in Progress	2023	2023	\$5,700,000	\$5,700,000	5%	Board approved \$5.7M March, 2019.
ASCC Renovation - Mezzanine Office Expansion (5100525)	Campus E&G Funds (100%)	Construction in Progress	2020	2021	\$450,000	\$1,400,000	5%	Board approved \$1,400,000 March, 2020
UMF								
Dearborn Gym HW Upgrades (2100087)	2018 State Bond (100%)	Substantially Complete	2019	2020	\$600,000	\$850,000	94%	Board approved \$600K in March, 2019. Board approved additional \$250K in May, 2019.
UMFK								
UMFK Enrollment/Advancement Center (3100042)	Bond (86%), Campus E&G (14%)	Construction in Progress	2022	2021	\$3,249,000	\$3,249,000	7%	Board approved \$2.99M in Bond Funding, March, 2020. Plus, \$259K for a total of \$3,249,000.

Capital Project Status Report
Board Approved Projects
October 2020 - Finance, Facilities and Technology Committee
With Grand Totals and % of Current Approved Estimates

Campus, Project Name (Project ID)	Funding Source(s) & each source's share of expenditures to date	Status	Original Estimated Completion	Current Est. Completion	Original Approved Estimate	Current Approved Estimate	% Expended of Current Approved Estimate	Prior Actions, Information & Notes
USM								
USM Center for the Arts (6100300)	Gifts (100%)	Pre-Design in Progress	2022	2023	\$1,000,000	\$1,000,000	26%	Board approved \$1M in January, 2018.
Career and Student Success Center and Portland Residence Hall (6100325, 6100338)	2018 State Bond (46%), Campus E&G (54%)	Design in Progress	2020	2023	\$1,000,000	\$5,700,000	38%	Board approved \$1M in January, 2019. Board approved predevelopment expenditures of up to \$5.7M combined for the two projects in January 2020. The total project cost remains under development and subject to change.
Bailey Hall Fire Protection and Electrical Upgrades (6100316, 6100323)	2018 State Bond (54%), Campus E&G (46%)	Project 6100316 is Construction in progress, Project 6100323 is Complete	2019	2021	\$2,580,000	\$4,388,000	61%	Board approved \$2.58M in January, 2019. Board approved \$1.808M in January 2020.
USM Nursing Simulation Lab (6100327)	2018 State Bond (100%)	Substantially Complete	2021	2021	\$1,500,000	\$1,500,000	66%	Board approved \$1.5M in January 2020.
**Brooks Patio Renovations (6200255)	Campus E&G Funds (100%)	Substantially Complete	2020	2020	\$650,000	\$650,000	38%	Board approved \$650,000 in January 2020.
Wishcamper Parking Lot (6100330)	Campus E&G Funds (100%), Capital Reserves (0%)	Hold	2020	2021	\$1,710,000	\$1,710,000	9%	Board approved \$1.71M in January, 2020.
Portland Parking Garage Study (6100331)	Campus E&G Funds (100%)	Pre-Design in Progress	2022	2022	\$1,200,000	\$1,200,000	3%	Board approved in March 2020. Initial spending limit \$400,000 with addtl \$800,000 to be authorized by the Chancellor and Vice Chancellor for Finance and Administration and Treasurer and contingent upon site location approval from the City of Portland
Fitness Equipment Purchase and Space Renovation (0000000)		Hold	2020	2021	\$700,000	\$700,000	0%	Board Approved March, 2020. No expenditures as of yet.
UMPI								
**Folsom 105 Nursing Renovation (7100026)	Bond (100%)	Substantially Complete	2020	2020	\$800,000	\$800,000	57%	Board approved \$800K March, 2020.
UMPI Solar Array (7100023)	Campus E&G Funds (100%)	Bidding	2020	2021	\$700,000	\$700,000	12%	Board approved \$700K June, 2020.
Explanatory Notes: * Project is new as of this report. ** Details of this project include updates since the last report. *** This project has been completed since the last report and is not expected to appear on the next report.	Funding source(s) reflects primary source(s) for project.		Calendar Year unless otherwise noted.					Percentage expended reflects total expended as of September 30, 2020 as a percentage of the current approved project estimate.

Bond Project Status Report
Active Bond Projects
October 2020 - Finance, Facilities, and Technology Committee
With Grand Totals and % of Current Approved Estimates

Campus, Project Name (Project ID), Project Manager	Status	Original Estimated Completion	Current Est. Completion	Funding Source(s) & each source's share of expenditures to date	Estimated Bond Funding for Project	Bond Funding Expended	Total Estimated Project Cost	Prior Actions, Information & Notes
UMA								
Augusta Campus Welcome Center (1100077)	Hold	2021	2021	Bond (100%)	\$2,885,000	\$350,388	\$6,850,000	Board approved \$6.85M in January 2020.
**Handley Hall A/C Replacement (1200029)	Design in Progress	2020	2021	Bond (100%)	\$450,000	\$26,433	\$575,000	Board approved budget of \$575,000 in September, 2019
Total Bond for Campus					\$3,335,000	\$376,821	\$7,425,000	
UMF								
**Dearborn Gym Hot Water Upgrades (2100087)	Complete	2019	2020	Bond (100%)	\$850,000	\$801,603	\$850,000	Board approved \$600K in March, 2019. Board approved additional \$250K in May, 2019.
274 Front St Acquisition (2100089)	Complete	2019	2019	Bond (100%)	\$855,000	\$850,820	\$855,000	Board approved \$855K in January, 2019.
Scott Hall Renovations (2100092)	Construction in Progress	2019	2021	Bond (100%)	\$200,000	\$178,690	\$200,000	
Dakin Hall Shower Renovations (2100093)	Construction in Progress	2019	2021	Bond (100%)	\$200,000	\$88,332	\$200,000	
Lockwood Hall Shower Renovations (2100094)	Construction in Progress	2019	2021	Bond (100%)	\$200,000	\$83,471	\$200,000	
Stone Hall Shower Renovations (2100095)	Construction in Progress	2019	2021	Bond (100%)	\$200,000	\$29,074	\$200,000	
UMF Campus Paving (2100097)	Complete	2019	2019	Bond (100%)	\$97,338	\$97,338	\$97,338	
274 Front St Renovation (2100096)	Pre-Design in Progress	2020	2022	Bond (64%) (Campus E&G Funds (36%))	\$450,000	\$18,744	\$1,000,000	Approved budget of \$450,000, as it remains in study/design phase.
FRC Floor Renovation (2100098)	Complete	2019	2019	Bond (100%)	\$200,729	\$209,503	\$200,729	
Exterior Painting Merrill Hall (2200096)	Pre-Design in Progress	2020	2021	Bond (0%)	\$40,000	\$764	\$40,000	
**Olsen Center Walk-In Replacement (2100090)	Complete	2020	2020	Bond (0%) (Campus E&G Funds (100%))	\$100,453	\$40,465	\$266,309	
Olsen Center Renovations (2100102)	Pre-Design in Progress	2023	2023	Bond (100%)	\$1,900,000	\$7,177	\$1,900,000	Approved budget of \$300,000, as it remains in study/design phase.
Total Bond for Campus					\$5,293,520	\$2,405,981	\$6,009,377	

Bond Project Status Report
Active Bond Projects
October 2020 - Finance, Facilities, and Technology Committee
With Grand Totals and % of Current Approved Estimates

Campus, Project Name (Project ID), Project Manager	Status	Original Estimated Completion	Current Est. Completion	Funding Source(s) & each source's share of expenditures to date	Estimated Bond Funding for Project	Bond Funding Expended	Total Estimated Project Cost	Prior Actions, Information & Notes
UM								
**Neville Hall Renovation (5100534)	Design in Progress	2021	2022	Bond (100%), Campus E&G (0%)	\$300,000	\$53,186	\$1,500,000	Approved budget of \$300,000 as it remains in study/design phase.
Total Bond for Campus					\$300,000	\$53,186	\$1,500,000	
UMFK								
UMFK Enrollment/Advancement Center (3100042)	Construction in Progress	2022	2021	Bond (86%) Campus E&G (14%)	\$3,249,000	\$198,492	\$3,249,000	Board approved \$2.99M in Bond Funding, March, 2020. Plus, \$259K for a total of \$3,249,000.
Total Bond for Campus					\$3,249,000	\$198,492	\$3,249,000	
UMM								
**UMM Science Building Roof Replacement (4100042)	Complete	2020	2020	Bond (100%)	\$325,000	\$280,487	\$325,000	
UMM Dorward Hall Roof Replacement (4100043)	Complete	2020	2020	Bond (100%)	\$300,000	\$296,092	\$300,000	
**UMM Sennett Roof Replacement (4100044)	Complete	2020	2020	Bond (100%)	\$150,000	\$199,257	\$150,000	
UMM Reynolds Center Roof Repair (4200044)	Complete	2020	2020	Bond (100%)	\$164,000	\$154,226	\$164,000	
**UMM Site Work (4200045)	Complete	2020	2020	Bond (100%)	\$60,000	\$50,195	\$60,000	
Total Bond for Campus					\$999,000	\$980,257	\$999,000	
USM								
Woodward Hall Renovations (6100301)	Complete	2019	2019	Bond (86%), Campus E&G Funds (14%)	\$1,500,000	\$1,172,840	\$1,172,840	Board approved \$1.8M in January, 2019. Remaining Bond Funding to be moved to a new project.
**Ricci Lecture Hall Renovations (6100308)	Complete	2019	2020	Bond (31%), Gifts (43%), Campus E&G Funds (26%)	\$150,000	\$172,010	\$564,197	Board approved \$500,000 in January, 2019. Board approved additional \$180K in May, 2019.
Career and Student Success Center (6100325)	Design in Progress	2021	2023	Bond (100%)	\$19,000,000	\$993,526	\$19,000,000	Board approved \$1M in January, 2019. Board approved predevelopment expenditures of up to \$5.7M combined with the residence hall project in January 2020. The total project cost remains under development and subject to change.

Bond Project Status Report
Active Bond Projects
October 2020 - Finance, Facilities, and Technology Committee
With Grand Totals and % of Current Approved Estimates

Campus, Project Name (Project ID), Project Manager	Status	Original Estimated Completion	Current Est. Completion	Funding Source(s) & each source's share of expenditures to date	Estimated Bond Funding for Project	Bond Funding Expended	Total Estimated Project Cost	Prior Actions, Information & Notes
Bailey Hall Fire Protection and Electrical Upgrades (6100316, 6100323)	Project 6100316 Construction in Progress, Project 6100323 is Complete	2019	2021	Bond (54%), Campus E&G Funds (46%)	\$1,460,000	\$1,456,999	\$4,388,000	Board approved \$2.58M in January, 2019. Board approved additional \$1.808M in January, 2020.
Nursing Simulation Lab Science (6100327)	Substantially Complete	2021	2021	Bond (100%)	\$1,500,000	\$992,299	\$1,500,000	Board approved \$1.5M in January, 2020.
Robie Andrews Renovation (6100339)	Pre-Design in Progress	2021	2021	Bond (0%)	\$491,605	\$0	\$491,605	
Total Bond for Campus					\$24,101,605	\$4,787,674	\$27,116,642	

UMPI

**Wieden Renovation Bond (7100025)	Design in Progress	2020	2021	Bond (100%)	\$125,000	\$46,607	\$4,000,000	Approved budget of \$125,000, as it remains in study/design phase.
**Folsom 105 Nursing Renovation (7100026)	Substantially Complete	2020	2020	Bond (100%)	\$800,000	\$456,659	\$800,000	Board approved \$800K March, 2020.
Total Bond for Campus					\$925,000	\$503,266	\$4,800,000	
Totals:					\$38,203,125	\$9,305,678	\$51,099,019	

Explanatory Notes: * Project is new as of this report. ** Details of this project include updates since the last report. Completed projects will remain on this report unless otherwise specified.	Funding source(s) reflects primary source(s) for project.	Calendar Year unless otherwise noted.						Bond Funding expended reflects total expended as of September 30, 2020.
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AGENDA ITEM SUMMARY

1. **NAME OF ITEM:** Review of Projects with a Value of \$250,000 or Greater
2. **INITIATED BY:** Mark R. Gardner, Chair
3. **BOARD INFORMATION:** X **BOARD ACTION:**
4. **OUTCOME:** **BOARD POLICY:**
5. **BACKGROUND:**

Dr. David Demers, Chief Information Officer, will provide information on the following projects with a value of \$250,000 or greater:

- Classrooms for the Future
- Classroom Summer Upgrades – Web Conferencing
- UMS Wireless Infrastructure
- MaineStreet Improvements
- VoIP – UMF
- VoIP – UMPI
- VoIP – USM
- Brightspace LMS Implementation

Status Update – October 2020**Classrooms for the Future**

Overall status: 
 Budget status: 
 Schedule status: 

Change from previous report: None

Change from previous report: None

Change from previous report: None

5.1**Overview**

This project will involve renovations to existing classrooms across the entire University of Maine System. The project team will focus on the data obtained during the earlier classroom assessment phase and resulting classroom ratings in order to prioritize work at each campus. The team will also develop standards for equipment in all classrooms. Vendors will be used for the larger renovations and campus services/classroom technology staff will be used for minor renovations and upgrades. Once the rooms have been updated, they will be re-assessed and scored accordingly.

Initiation Date	Sponsor	Original Estimated Completion Date	Current Estimated Completion Date	Estimated Budget*	Budget Committed to date	Budget % Committed	Project % Complete	Comments
4/2016	David Demers	12/2019 (updated 11/18)	12/2020	\$4,945,075	\$4,945,075	100%	99%	Total estimated budget reflects additional allocation provided Dec. 2017 as well as contingency funds added December 2018

Status

The UMA campus will use remaining contingency funds to put toward updating video conferencing rooms. The funds will combine with RUS grant funds to help upgrade several existing video conferencing rooms. Some of the work will begin during winter break and continue into Summer 2021.

Room selections are also underway for remaining contingency funds at UMaine and UMPI. Once rooms are selected, projects will be created and equipment will be ordered.

BUDGET SUMMARY

Campus	Allocation	% Committed to Date	\$\$ Not Yet Budgeted	% Complete
PROJECT TOTAL	\$4,945,075	100%	-0-	99%
UMM	\$240,900	100%	-0-	99%
UMF	\$415,976	100%	-0-	100%
UMaine	\$1,681,630	100%	-0-	100%
UMPI	\$360,276	100%	-0-	96%
USM	\$1,238,980	100%	-0-	98%
UMFK	\$287,348	100%	-0-	99%
UMA	\$719,965	100%	-0-	99%

Summary by Campus and Classroom ProjectReference: [Campus Room Renovations](#)

Campuses	Rooms By Project Setup	% Complete
UMA	Music Arts 124	100%
	RRSC 248 & 255	100%
	UC Bath/Brunswick 114	100%
	UC Norway SoPar 114 & 206	100%
	UC Saco 111	100%
	UC Ellsworth 2 & 7	100%
	UC Rockland 410 & 413	100%
	Jewett 124, 180, 189, 190 & 291	100%
	RRSC 246	100%
	UC Rockland 403, 410, 412 (Phase 2)	100%
	Fine Arts 122	100%
	Jewett 284, 293, 297	100%
	Katz 5, 15, 51	100%
	Katz 14	100%
	Katz 16	100%
	Handley Hall	100%
	LAC 162J, 162K, 162L, 216A, 216B, 218, 222C	100%
	Bangor 135, 142	100%
	Camden 101, 105, 304	100%
	Randall 253/255	95%
	Jewett 156	100%
	Jewett 284, 293, 297	100%
UMF	Roberts 205 & 207	100%
	Ricker Addition 202, 205	100%
	Roberts C23 & 131	100%
	Ricker Addition 217	100%
	Preble 117	100%
	Roberts 105, 107, 201, 203	100%
	South 115	100%
	Education Center 6 & 113	100%
	Tech Commons Fusion Center	100%

UMaine	Roberts 3, 101, 103	100%
	Education Center 103, 106, 110, 114	100%
	Shibles 202	100%
	DPC 105	100%
	Neville 101	100%
	Estabrook 130, 152	100%
	Bennett 215	100%
	Dunn 315 & 316	100%
	South Stevens 106D	100%
	DPC 107, 115, 117	100%
	Boardman 116	100%
	Boardman 118	100%
	Shibles 217, 313, 316	100%
	Nutting 100	100%
	Aubert 354	100%
	Hitchner 157	100%
	Jenness 102, 104, 108	100%
	Lengyel 127	100%
	Libby 220	100%
	Little 110, 120, 202, 206, 220	100%
	Lord 200	100%
	Colvin 401	100%
	Memorial Gym Complex 106 & 110 (ROTC Army)	100%
	Merrill 228a	100%
	Murray 102 & 106	100%
	N Stevens 235	100%
	Rogers 206	100%
	ROTC Navy 201 & 203	100%
	Deering 101c	100%
	Barrows 123, 131, 133	100%
	Balentine 129	100%
	Dunn 1, 44, 401	100%
	Barrows 124	100%
	Bryand Global 100	100%

	Deering 17	100%
	North Stevens 235	100%
	South Stevens 232-B	100%
	Neville 116, 118	100%
	Neville 120	100%
	Little 212	100%
	Aubert 165	100%
	Barrows 128	100%
	Class of 44 100	100%
	Colvin 401	100%
	DPC 111	100%
	Little 350	100%
	Center Stevens 155	100%
	Darling Marine Center Brooke Hall	100%
	PAIL Necropsy Lab	100%
	Libby 220	100%
	Nutting 213	100%
	Boardman 210	100%
	Lengyel 125, 127	100%
	Center Stevens 355	100%
	Deering 17, 113	100%
	Little 211, 212, 219	100%
UMM	Torrey Hall 230, 232, 234 - Phase 1	100%
	Torrey Hall 102	95%
	Torrey Hall 106	100%
	Powers 208 & 209	100%
	Science 114	100%
	Science 102 & 120	100%
	Reynolds Center 14	100%
	Torrey 230, 232 & GIS Lab - Phase 2	100%
	Performing Arts Center	100%
	Science 13, 115	100%
UMFK	Powell 123	100%
	Cyr 113	100%

	Old Model School 11	100%
	Cyr 200 & 201	100%
	Cyr 203	100%
	Cyr 200, 201, 204, 209	100%
	Nadeau Telecom Room	100%
	Powell 123 - Phase 2	100%
	Old Model School 112	95%
	Armory 119	100%
	Cyr 200-Contingency	100%
	Cyr 204, 205-Contingency	100%
UMPI	Folsom 206	100%
	Pullen 113, 212, 216	100%
	Folsom 204 & 205	100%
	Houlton 110	100%
	Folsom 203	100%
	Pullen 212	100%
	Pullen 213	100%
	Preble 239	100%
	Gentile Athletic	100%
	Weidan Training	100%
	Houlton 109	95%
	Houlton 120	49%
	Houlton 124	100%
	Houlton 125	95%
	Pullen 111, 214	100%
	Pullen 215	95%
	Pullen 113, 210, 213, ART	95%
	Folsom 303	100%
	Folsom 301, 304	100%
USM	405 Bailey	100%
	John Mitchell 217	100%
	Payson Smith 301A	100%
	LB 103	100%
	Masterson 113	100%
	Bailey 320	100%

	Bailey 10, S113, 201, 202, 204, 205, 206, 207, 208, S213, S215, 218, S312, S313, 315, L319, 320, L321, C402, C403, C, 405,	100%
	Corthell 112, 211, 212	100%
	John Mitchell 151, 164, 181	90%
	John Mitchell 233, 242, 252, 265, 270	85%
	John Mitchell 252	100%
	LAC 287	100%
	LAC 210, 211, 212, 214, 216, 218, 224	100%
	LB 208, 209, 241, 302, 303, 310, 326, 327, 402, 403, 410, 424, 425, 502, 503, 509, 510, 523, 524	100%
	Payson Smith 1, 41, 42, 44, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 211, 303, 304, 306	100%
	Wishcamper 103, 113, 417/419, 427	95%
	Science 203	95%
	Science 403	95%
	Law 118	100%
	Payson Smith 42 & 44 - Phase 2	100%
	Payson Smith 206	95%
	Payson Smith 201, 304, 306 - Phase 2	95%
	Bailey 218 & 312	100%
	Bailey 313	95%
	Bailey 402	95%
	LAC 104, 106	100%
	Glickman Library 423/424	100%
	Luther Bonney 209	100%
	Science 157	100%
	Science 533	100%
	Russell 1 and Dance Studio	100%
	Masterton G38	100%
	Hill Gym 201	100%
	Ice Arena 154	100%
	LB 410, 524	100%
	Corthell 320	100%
	LAC 105, 108, 110	100%




*Summary Table Note - Phase 1 refers to Summer 2017 projects and Phase 2 refers to Summer 2018 projects.

Risks

- Potential COVID-19 impact of work on campus.
- Potential delays in shipping and equipment shortages due to COVID-19 impact.

5.1

Status Update – October 2020**Classrooms for the Future Web Conferencing Projects**

Overall status:		Change from previous report:	N/A
Budget status:		Change from previous report:	N/A
Schedule status:		Change from previous report:	N/A

Overview

The Board of Trustees recently approved funding for adding web conferencing equipment to several UMS classrooms that were upgraded in the CFTF Phase I project. The majority of work will take place this summer, with any remaining installations to be completed over winter break. The budget includes funds for web conferencing carts as well as four temporary employees to assist UMS IT staff with installations. Vendors will also be engaged for work in the UM Law School large lecture hall and for classrooms requiring programming changes. Once the rooms have been updated, they will be re-assessed and scored accordingly.

Initiation Date	Sponsor	Estimated Completion Date*	Estimated Budget	Budget Committed to date	Budget % Committed	Project % Complete	Comments
5/2020	David Demers	2/1/2021	\$2,563,650	\$2,289,900	89%	69%	*Expected to complete majority of rooms this summer with remaining rooms to be completed over winter break

Status

Document cameras have arrived on all campuses. Most of these cameras have been installed in classrooms and the remaining will be installed over winter break. Reassessments on completed classrooms are in progress.

Planning is underway for the 50 rooms scheduled for web conferencing equipment installations during Winter Break. The remaining work to be completed in these classrooms includes:

- Install cameras
- Complete cable pulls for cameras and microphones
- Install digital mixers
- Install computers
- Test and add documentation

A survey has been developed and will be sent to faculty and students utilizing the new web conferencing classrooms. The team is looking for feedback on whether the web conferencing rooms and documentation are meeting the needs of faculty and students and if there are ways to improve their current experience.

An After Action Review has also been scheduled for November 3rd with the project and installation teams to review summer installation practices, what went well and what processes can be improved on for the next round of installations.

Summary of Web Conferencing Upgrades

Campus	Number of Rooms	Number of Carts	Rooms Completed	Percentage Complete
UMA	27	10	16	59%
UMF	11	4	9	77%
UM	56	10	42	71%
UM-Law	5	1	2	48%
UMM	10	2	7	75%

UMFK	6	2	6	90%
UMPI	10	2	6	65%
USM	47	11	32	66%

Summary by Campus and Classroom Project

Campuses	Rooms By Project Setup	% Complete
UMA	Brunswick 114	90%
	Ellsworth 2	90%
	Ellsworth 7	90%
	LAC 162J*	5%
	Rockland 410	90%
	Rockland 413	90%
	Saco 108	90%
	Civic Center 257*	17%
	Fine Arts 124	90%
	Jewett Hall 124*	5%
	Jewett Hall 156	90%
	Jewett Hall 180	90%
	Jewett Hall 284	90%
	Jewett Hall 293	90%
	Jewett Hall 297	90%
	Katz 5	90%
	Katz 53	90%
	Randall Student Ctr 253*	14%
	Randall Student Ctr 255*	6%
	Camden Hall 101*	4%
	Camden Hall 105*	4%
	Camden Hall 304*	4%
	College Center 135	90%
	College Center 142*	4%
	Eastport Hall 135	90%
	Eastport Hall 136*	4%
	Eastport Hall 138	90%
UMF	Education Center 103	90%
	Education Center 106	90%
	Education Center 111	90%

5.1

	Education Center 113	90%
	Education Center 114	90%
	Preble 117	93%
	Ricker Addition 217	90%
	Roberts 5*	5%
	Roberts 101*	5%
	Roberts 131	93%
	Roberts C23	93%
UMaine	Aubert 316*	41%
	Aubert 421	90%
	Aubert 422	90%
	Barrows 123*	5%
	Barrows 124	90%
	Barrows 130	90%
	Barrows 131*	5%
	Bennett 102	90%
	Bennett 140	90%
	Bennett 141	90%
	Boardman 115*	5%
	Bryand Global 100	90%
	Deering 17*	41%
	Deering 101C*	5%
	Deering 113	90%
	DPC 100	93%
	DPC 105	90%
	DPC 107	90%
	DPC 115	90%
	DPC 117	90%
	Hutchinson Center 102	90%
	Hutchinson Center 129*	4%
	Jenness 100	90%
	Jenness 102	90%
	Jenness 104	90%
	Jenness 106	90%

	Jenness 108	90%
	Lengyel 125	90%
	Lengyel 127	90%
	Little 110	93%
	Little 120	93%
	Little 130	93%
	Little 140	93%
	Little 202*	37%
	Little 206*	22%
	Little 211	90%
	Little 219*	90%
	Little 220*	4%
	Lord 200*	5%
	Murray 102	92%
	Murray 106	90%
	Neville 100	90%
	Neville 101	90%
	Neville 208	90%
	Neville 227	90%
	Nutting 100	90%
	Nutting 102	90%
	Nutting 213	90%
	Nutting 257	90%
	Shibles 217	90%
	Shibles 313	90%
	Shibles 316	90%
	Stevens/Center 155*	5%
	Stevens/Center 355*	5%
	Stevens/North 235	90%
	Stevens/North 237*	5%
UM LAW	Moot	93%
	Middle*	47%
	First Year	90%

	506*	4%
	522A*	4%
UMM	Science 115	90%
	Science 120	90%
	Science 13*	36%
	Torrey 104	90%
	Torrey 106	90%
	Torrey 226	90%
	Torrey 228*	41%
	Torrey 230	90%
	Torrey 232	90%
	Torrey 234*	38%
UMFK	Armory 119	90%
	Cyr 113	90%
	Cyr 204	90%
	Cyr 205*	90%
	Old Model School 103*	90%
	Powell 123	90%
UMPI	Folsom 101A	90%
	Folsom 204	90%
	Folsom 205	90%
	Folsom 206	90%
	Folsom 303	90%
	Pullen 111*	5%
	Pullen 212	90%
	Pullen 214*	5%
	Pullen 216*	5%
	Weidan PTA	90%
USM	Bailey 10*	4%
	Bailey 113	90%
	Bailey 201	90%
	Bailey 202	90%
	Bailey 204	90%
	Bailey 205	90%

	Bailey 206*	8%
	Bailey 207*	8%
	Bailey 218	90%
	Bailey 312	90%
	Bailey 315	90%
	Bailey 319	90%
	Bailey 402*	5%
	Bailey 403	90%
	John Mitchell 151	90%
	John Mitchell 242	90%
	John Mitchell 252	90%
	LAC 104*	4%
	LAC 108/109	90%
	LAC 158	90%
	LAC 210	90%
	Luther Bonney 103*	4%
	Luther Bonney 209	90%
	Luther Bonney 241*	18%
	Luther Bonney 302	90%
	Luther Bonney 303*	5%
	Luther Bonney 326	90%
	Luther Bonney 402*	59%
	Luther Bonney 403*	59%
	Luther Bonney 410	90%
	Luther Bonney 502*	17%
	Luther Bonney 503	90%
	Luther Bonney 510	90%
	Luther Bonney 523	90%
	Masterton 113*	4%
	Masterton 305*	4%
	Masterton G08	90%
	Masterton G38	90%
	Payson 42	90%

	Payson 44	90%
	Payson 200	90%
	Payson 201	90%
	Payson 202	90%
	Payson 204	90%
	Science 533	90%
	Wishcamper 133*	4%
	Wishcamper 419/427*	4%




***denotes rooms scheduled for winter break**

Risks

- Potential COVID-19 impact on winter installations.

Status Update – October 2020

UMS Wireless Infrastructure

Overall status:		Change from previous report:	None
Budget status:		Change from previous report:	None
Schedule status:		Change from previous report:	None

5.1

Overview

This project is a wireless technology connectivity Initiative to upgrade wireless service and associated cabling and equipment at all campuses to bring wireless capacity to gigabit speeds to support learning and living spaces.

Initiation Date	Sponsor	Original Estimated Completion Date	Current Estimated Completion Date	Estimated Budget	Budget Committed to date	Project % Complete	Comments
4/2016	Jeffrey Letourneau	12/2018	12/2020	\$13,215,000	\$12,774,797	99%	

Status

Cabling is approximately 75% complete in the Costello Sports Complex and has begun in Sullivan gym. The scope of work for Lewiston-Auburn Campus was limited to upgrading electronic equipment due to the uncertain future of the facility. These upgrades are approximately 90% completed. A few “punch list” items remain in other USM buildings.

At UM, Facilities Management is completing some related items. No additional work is currently underway or being planned as part of this project.

At UMPI, no work is currently underway or being planned as part of this project.

At UMA, no work is currently underway or being planned.

At UMM, project work is complete on the UMM campus.

At UMF, project work is complete on the UMF campus.

At UMFK, project work is complete on the UMFK campus.

BUDGET SUMMARY

Campus	Allocation	% Budgeted to Date	\$\$ Not Yet Budgeted	% Expended & Encumbered to Date	\$\$ Expended & Encumbered	\$\$ Not Yet Expended/Encumbered
PROJECT TOTAL	\$13,215,000	99%	\$139,829	97%	\$12,774,798	\$440,202
Equipment in Inventory					\$562,206	
System-wide Services	\$620,000	100%	-\$452	100%	\$620,452	-\$452
UM - Machias	\$733,200	100%	\$0	101%	\$743,998	-\$10,798
UM - Farmington	\$1,674,800	100%	-\$6,712	100%	\$1,681,512	-\$6,712
UMaine	\$3,294,600	100%	\$0	99%	\$3,276,315	\$18,285
UM - Presque Isle	\$700,200	100%	\$0	99%	\$692,709	\$7,491
USM	\$5,017,600	97%	\$152,317	80%	\$4,017,683	\$999,917
UM - Fort Kent	\$614,600	103%	-\$17,655	103%	\$632,255	-\$17,655

UM - Augusta	\$560,000	98%	\$12,331	98%	\$547,669	\$12,331
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(*) = original \$11.2M allocation plus reallocation of \$980k plus \$620K required from contingency funding for system-wide licensing. 12/2018 - additional \$415,000 from contingency.

BUILDING SUMMARY

Complete¹		Installation & Deployment Scheduled / In Progress²		Planning - Not yet Budgeted
University of Maine at Augusta				
Lewiston Katz Jewett Randall	Eastport Camden Belfast Civic Center College Center			
University of Maine at Farmington				
Mantor Library Dakin Black Mallett Lockwood Purington	Stone Scott North Scott West Scott South Campus Fiber			
University of Maine at Fort Kent				
Powell The Lodge Crocker	Blake Library Cyr Hall			
University of Maine at Machias				
Torrey Hall / Merrill Library Reynolds Powers	Science Kilburn Dorward Sennett			
University of Maine at Presque Isle				
Park Emerson Merriman	Folsom-Pullen Wieden Library Campus Fiber			
University of Maine				
Fogler Library Shibles Bennett Rogers Jenness Lord Bryand Global Science Boardman Murray Hall Aubert Wells Stewart Merrill	Little Class of 1944 Lengyel Estabrook Core Hitchner Hart Core Donald P Corbett Winslow Barrows / ESRB NuttingDeering Center Stevens North Stevens South Stevens Fernald			




University of Southern Maine			
Drawing Studio	Glickman Library	In Progress	
Print Studio	Luther-Bonney	Science (99%)	
Academy Building	Payson-Smith	Bailey (99%)	
Wishcamper	Brooks Dining	Lewiston-Auburn (90%)	
Abromson	JMC (wired)	Costello Complex (75%)	
Masterton Hall	Russell	Sullivan Complex (30%)	
<u>Wireless Only</u>	Corthell		
Law Building			

- ¹ Networks are online and functioning; some testing and close-out paperwork may remain to be done
- ² Dates are estimated start dates for cable installation & deployment – subject to change
- ³ Insufficient funding to upgrade entire building; minimal upgrades to support Classrooms for the Future or future upgrades
- ⁴ Partial upgrade due to building limitations

Risks

- Campus closures and increased health and safety regulations due to COVID-19 pandemic are impacting project schedule.
- Identification of asbestos containing materials (ACBM) at USM in an area that was not anticipated has led to a higher awareness of and need to test for ACBM. Both the need for increased testing and the probability of higher than anticipated abatement needs will impact both project schedule and cost. The degree of impact will not be known until test results are completed.
- The project team is working closely with the Classrooms for the Future project team to coordinate efforts. Campus decisions to prioritize upgrades in residence halls over classroom buildings may negatively impact the Classrooms for the Future project.
- Many of the buildings require modifications by Facilities Management prior to network installation. The project team is working with each campus to plan this work. Resource availability and scheduling for this work may cause project delays.
- A risk to perceived success is unreasonable stakeholder expectations. Although a ubiquitous system-wide upgrade is needed, this project will only partially meet that need given the constraints of limited resources (schedule, budget, staffing, construction limitations, and coordination with other campus resources).
- Many buildings have network infrastructure that will need to be upgraded before new wireless networks can be installed. In some cases, this may include new fiber installation and/or the need for facility renovations.
- The phased funding approach will necessitate maintaining two separate WiFi networks on most if not all campuses driving up the ongoing operational costs and efforts for US:IT while creating inconsistent wireless service levels building to building on the campuses.
- There are a large number of factors and variables that will affect this project's timeline. There are other sizeable projects taking place at the same time. Another factor affecting the timeline will be the coordination among involved entities in setting priorities and timing.

Status Update – October 2020**MaineStreet User Experience Enhancements**

Overall status:		Change from previous report:	None
Budget status:		Change from previous report:	None
Schedule status:		Change from previous report:	None

Overview

This project is deploying the HighPoint User-Interface Platform to streamline and improve usability, navigability, and utility of the MaineStreet environment for students and faculty alike.

Project	Initiation Date	Sponsor	Original Estimated Completion Date	Current Estimated Completion Date	Initial Budget	Current Budget Balance	Project % Complete	Comments
UX Enhancements	September 2018	David Demers	January 2019	February 2021	\$1,148,237	\$768,366	65%	Current Estimated Completion Date adjusted to account for a controlled student pilot before full launch

Summary Status

The Technical Team updated a MaineStreet test database with the latest version of the HighPoint Campus Experience module and applied the necessary UMS customizations in preparation for Functional Team user acceptance testing (UAT). While valuable feedback was collected during the initial UAT phase, given the current competing priorities and demands of functional area teams, additional testing is planned for October.

The Project Team is developing plans for a fall semester pilot during which student participants will use Campus Experience for Spring 2021 registration, among other activities.

Recently Completed

- CX move to CSPRD (configured to remain hidden until student pilot commences)

In Progress




- Reassessment of each feature and function in an updated test environment
- Planning for 2nd round of Functional Team initial user acceptance testing (UAT)

Risks & Mitigation Strategies

Risk	Risk Management Plan
Impact of the COVID-19 pandemic include a shift in resource availability, including students, for testing and feedback	Leverage staff resources efficiently and targeted, virtual outreach to students to solicit input
Failure to complete the project on schedule	Proactive planning, strong communication, and coordination processes, regular project team meetings, and clearly defined escalation path for identifying and resolving issues.
Resource contention due to competing demands	Proactive project management approach with respect to planning and scheduling activities. Leverage qualified Highpoint resources to augment UMS resources when needed.

Changes to project scope	Perform fit/gap analysis and execute the change control process throughout the project.
A high volume of change within a short time period can result in training and support challenges.	Engaging with stakeholders at an early stage will help inform decisions regarding functional deployment, communication, and training.
Many MaineStreet self-service functions are customized and HighPoint modules are designed to work with native Peoplesoft functionality. Users will need to be able to access the appropriate features and functions of MaineStreet in the HighPoint environment.	Conducting a comprehensive analysis of functionality and customizations with functional and technical stakeholders will inform the development of the optimal user experience.

Status Update – October 2020**VoIP – UMF**

Overall status:		Change from previous report:	None
Budget status:		Change from previous report:	None
Schedule status:		Change from previous report:	None

5.1**Overview**

This project will upgrade the UMF telecom system to utilize voice-over-IP (VoIP) and mitigate risk associated with the aging Avaya phone system.

Initiation Date	Sponsor	Original Estimated Completion Date	Current Estimated Completion Date	Estimated Budget	Budget Committed to date	Project % Complete	Comments
4/2019	Jeffrey Letourneau	9/2021	12/2020	\$499,000	\$342,718.73	98%	

Status

The legacy Avaya phone system was turned off on October 5. All phones have been migrated either to VoIP or to analog gateways on the new system. The project team will continue to work on cleaning up remnants of the old system and establishing an adequate pool of spare equipment. It is expected that this project will be completed by the end of the calendar year.

Risks

- Delays in other projects caused by COVID-19 response may impact this schedule.
- The legacy Avaya phone system has showed signs of failing. There is a risk that we will not be able to migrate all services from this system before failure occurs. This risk is being mitigated by temporarily moving line to analog voice gateways.
- Due to the mitigation plan noted above, many users will be required to transition multiple times. This poses a risk of customer dissatisfaction and will necessitate a more comprehensive communication strategy.
- The network infrastructure in many buildings on the UMF campus is not adequate for deploying VoIP phones. This poses a risk to both project schedule and budget.
- Availability of human resources is a risk to this project. Resources needed for this project will also be working on telecommunications upgrades at UMPI and USM as well as providing operational support for all campuses.

Status Update – October 2020**VoIP – UMPI**

Overall status:



Change from previous report: None

Budget status:



Change from previous report: None

Schedule status:



Change from previous report: None

5.1**Overview**

This project will upgrade the UMF telecom system to utilize voice-over-IP (VoIP) and mitigate risk associated with the aging Avaya phone system.

Initiation Date	Sponsor	Original Estimated Completion Date	Current Estimated Completion Date	Estimated Budget	Budget Committed to date	Project % Complete	Comments
6/2019	Jeffrey Letourneau	9/2021	6/2021	\$291,000	\$232,032.12	53%	

Status

Infrastructure cabling upgrades have been completed in Preble Hall and IP phones will be deployed by the end of October. Cabling is planned for South Hall and Campus Center for winter break and the team is working with facilities management to prepare those spaces. The team will focus on clean-up and decommissioning the old system during the spring semester with an anticipated project completion of 6/30/2021.

Risks

- Delays in other projects caused by COVID-19 response may impact this schedule.
- There is a risk that we will not be able to migrate all services from this system before failure of the legacy system occurs.
- The network infrastructure in some buildings on the UMPI campus is not adequate for deploying VoIP phones. This poses a risk to both project schedule and budget.
- Availability of human resources is a risk to this project. Resources needed for this project will also be working on telecommunications upgrades at UMF and USM as well as providing operational support for all campuses.

Status Update – October 2020**VoIP – USM**

Overall status:



Change from previous report: None

Budget status:



Change from previous report: None

Schedule status:



Change from previous report: None

5.1**Overview**

This project will upgrade the USM telecom system to utilize voice-over-IP (VoIP) and mitigate risk associated with the aging Nortel phone system.

Initiation Date	Sponsor	Original Estimated Completion Date	Current Estimated Completion Date	Estimated Budget	Budget Committed to date	Project % Complete	Comments
6/2019	Jeffrey Letourneau	9/2022	9/2022	\$809,000	\$310,246	35%	

Status

The addition of a temporary employee has increased the pace of phone deployments over the past 2 week. The team will focus on the Gorham and LAC campuses while we have the additional staff.

Status by Building:




Building - Portland	% Complete	Building - Gorham	% Complete
Wishcamper	96%	Brooks Student Center	100%
Glickman	74%	Bailey Hall	87%
Luther Bonney	85%	Upton	15%
Science	85%	Corthell	94%
106, 120, 126 Bedford Street	96%	Russell	68%
45 Exeter Street	9%	John Mitchell Center	27%
Building - Lewiston-Auburn Campus	7%	Facilities Management Buildings	4%
		Costello Sports Complex	2%

Risks

- Campus closures and changes in health and safety regulations in response to the COVID-19 are impacting project schedule.
- Construction, office moves, and other facilities changes planned for the next 12-24 months may cause project delays.
- Constantly changing staff phone assignments and lack of clear processes for notifying IT when staff leave or are hired is a risk to a complete and accurate migration.

- There is a risk that we will not be able to migrate all services from this system before failure of the legacy system occurs.
- The network infrastructure in some buildings on the USM campus is not adequate for deploying VoIP phones. This poses a risk to both project schedule and budget.
- Availability of human resources is a risk to this project. Resources needed for this project will also be working on telecommunications upgrades at UMF and UMPI as well as providing operational support for all campuses.

Status Update – October 2020**Brightspace LMS Implementation**

Overall status:		Change from the previous report:	N/A
Budget status:		Change from the previous report:	N/A
Schedule status:		Change from the previous report:	N/A

5.1**Project Overview**

Blackboard's current Learning Management System (Blackboard Learn) was slated to be superseded with its new product, Blackboard Learn Ultra, in the coming years. Instead of waiting to be forced into the new product on the vendor's timeline, during the 2018 - 2019 academic year the University of Maine System (UMS) engaged in an RFP process to evaluate and identify the Learning Management System best suited to the needs of our campus communities. Based upon feedback received from faculty across all UMS campuses and a thorough feature evaluation process also involving representation from all campuses, Desire2Learn's (D2L) Brightspace platform was selected to replace Blackboard Learn. This project implemented Brightspace as the UMS's new LMS.

Initiation Date	Sponsor	Original Estimated Completion Date	Current Estimated Completion Date	Initial Budget	Current Budget Balance	Project % Complete	Comments
10/9/19	UMS Chief Academic Officers Council (CAOC)	September 2020	August 2021	Implementation and Year 1: \$205,825	\$0	95%	
				Transition Support Allocations: \$1,401,396	\$1,225,702		

Status

On 8.31.20, the Fall 2020 semester began with Brightspace fully replacing Blackboard as the UMS LMS. During the first few days of the semester, Teaching and Learning, Help Desk, and various other University staff committed to supporting students and faculty as they navigated this change.

Overall, early feedback regarding the launch has indicated success, with no critical or widespread issues reported. Teams will continue to be prepared for increased LMS support in the coming weeks, while simultaneously adjusting and responding to needs and feedback.

The Implementation Core Team and Technical Teams continue to meet weekly to work through and respond to post-implementation needs.

Recently Completed

- Further refinement and development of user roles and permissions
- Additional requests and completed integrations of several third-party tools
- Blackboard course content migration through Spring 2018 (nearly complete)
- Communication about completion of incomplete coursework from Blackboard

In Progress

- Continued development of a custom administrative tool
- Further refinement and development of user roles and permissions
- Sunsetting of Blackboard
- Prior semester course content migration

- Continued governance planning
- The initial use of the Brightspace Google Analytics tool
- Discovery around potential grades integration with MaineStreet
- Continued exploration and use of the Learning Outcomes tool
- Developing a model for supporting courses for special programs (e.g. Coop Extension) that are not entered in MaineStreet.
- Shift to project closing phase




5.1

Risks & Mitigation Strategies

Risk	Risk Management Plan
Unexpected technical complications have contributed to a delay in course migration from Blackboard to Brightspace.	Dedicated resources and migration support from D2L; consistent UMS monitoring and communication with Blackboard and D2L.
Impacts of the COVID-19 pandemic include a shift in resource availability	Leverage staff and faculty resources efficiently. Utilize targeted, virtual communication, outreach and training resources.
Failure to complete the project on schedule	Proactive planning, strong communication, and coordination processes, regular project team meetings, and clearly defined escalation path for identifying and resolving issues.
Resource contention due to competing demands	Proactive project management approach with respect to planning and scheduling activities. Pre-schedule resources as needed. Leverage qualified D2L consultants to augment UMS resources when needed.
Interruption of project timeline due to delay in decision-making	Defined and closely adhered to the decision escalation process.
Lack of adequate knowledge transfer	Maximize UMS resources participation in the project and execute knowledge transfer throughout all phases of the project. Use project tools and templates to assist with providing detailed documentation and training information.

Status Update – October 2020

ERP Assessment

Overall status:		Change from the previous report:	N/A
Budget status:		Change from the previous report:	N/A
Schedule status:		Change from the previous report:	N/A

5.1

Project Overview

The evaluation of the University of Maine System's (UMS) MaineStreet applications commenced in mid-July with Huron Consulting Services to assess current business processes, identify opportunities for improvement, and develop a plan to optimize processes and technology to support UMS' strategic objectives, particularly the requirements driven by Unified Accreditation. The desired outcomes for this engagement are:

- Evaluation of the current state of the shared ERP PeopleSoft (MaineStreet) environment
- Identification of deficiencies created by the current platform configuration, business processes, and underlying data architecture
- Summary of functionality required for a unified, future-state ERP environment fully supporting the strategic priorities of the UMS, including Unified Accreditation and Collaborative Degree Programs.
- Identification of efficiencies that may be attained through technological improvements or innovations including leveraging cloud-native solutions when feasible and realistic
- Evaluation of opportunities for improvements within the current ERP platform to deliver future-state functionality and support current and emerging business needs, including a shared, unified course catalog.
- A recommended plan to achieve UMS strategic outcomes through the realignment of technological tools, processes, and policies.

Initiation Date	Sponsor	Original Estimated Completion Date	Current Estimated Completion Date	Initial Budget	Current Budget Balance	Project % Complete	Comments
July 2020	David Demers	November 2020	December 2020	\$275,000	\$225,000	55%	

Status

Huron has completed a current state assessment of Human Resources and Finance by engaging all universities across UMS through questionnaires and collaborative virtual workshops. Similar activities are underway in Student, Technology, and Reporting. The final deliverable for this project, targeted for December 2020, will be a roadmap that outlines the scope and sequencing of the improvements to MaineStreet and informs the optimal future state for UMS.

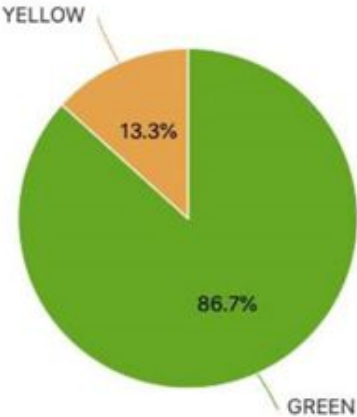
Recently Completed

- Questionnaires for Human Resources, Finance, Admissions, Student Records, Academic Advisement, Technology
- Workshops for Human Resources, Finance, Admissions, Student Records, Academic Advisement, Technology
- Current state assessment and presentation for Human Resources and Finance

In Progress

- Questionnaires for Student Financials, Financial Aid, and Reporting
- Remaining workshops targeted for completion by the end of October

Active Project Health

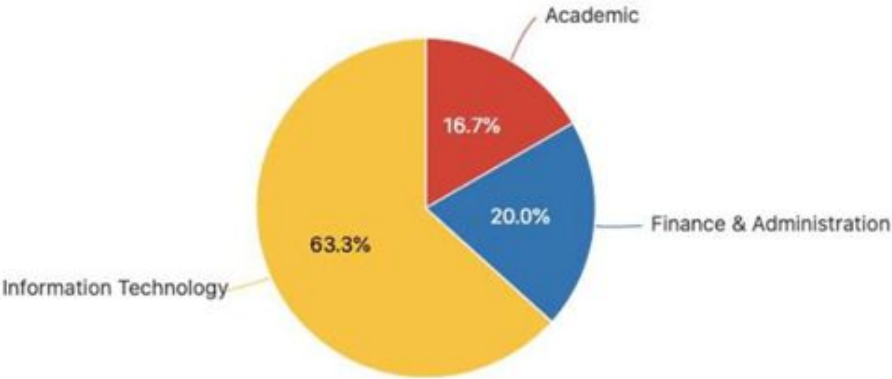


Project Health	Count
GREEN	26
YELLOW	4
Total	30

Total Budget of Active Projects

	Sum of Budget
Total	\$28,309,300.00

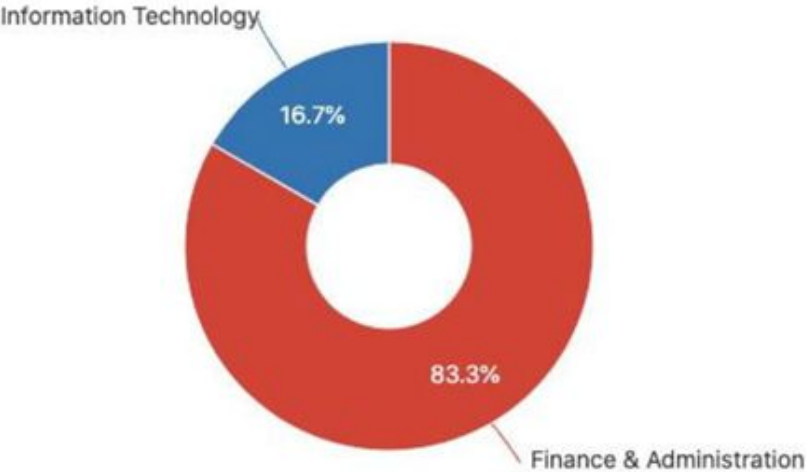
Active Projects by Category



Category	Count
Academic	5
Finance & Administration	6
Information Technology	19
Total	30

Initiating Projects & RFPs

Category	Count
Finance & Administration	5
Information Technology	1
Total	6











US:IT Project (>\$250,000) Review

**Finance – Facilities – Technology
Committee**

October 28, 2020










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University Services
Information Technology

1

US:IT Project (>\$250,000) Review

Classrooms for the Future (Tab 5.1; Page 17)



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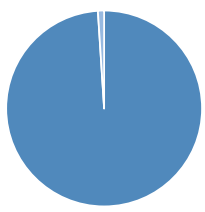
UNIVERSITY OF MAINE SYSTEM

Project Budget - \$4.945M**

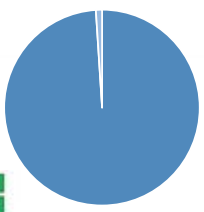
	Jun	Aug
Remaining	\$0	\$0
Expended	\$4,945,075	\$4,945,075

■ Expended ■ Remaining

99% Complete (Aug)



99% Complete (Oct)




Overall status: ■

Budget status: ■









Schedule status: ■

Initiation Date	Sponsor	Original Estimated Completion Date	Current Estimated Completion Date	Estimated Budget*	Budget Committed to date	Budget % Committed	Project % Complete
4/2016	Dorval Dornier	12/2019 (updated 11/18)	12/2020	\$4,945,075	\$4,945,075	100%	99%

****Revised Budget**
reflects additional
\$582,730 allocation
provided from project
contingency funds




2








US:IT Project (>\$250,000) Review


Classrooms for the Future (Tab 5.1; Page 17)











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• 2017-2020 Classroom Upgrades

Campus	Oct '20	
UMA	99%	
UMF	100%	
UMFK	99%	
UMM	99%	
UM	100%	
USM	98%	
UMPI	96%	




3

US:IT Project (>\$250,000) Review

Classrooms for the Future (Tab 5.1; Page 17)




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• Oct 2020 Update

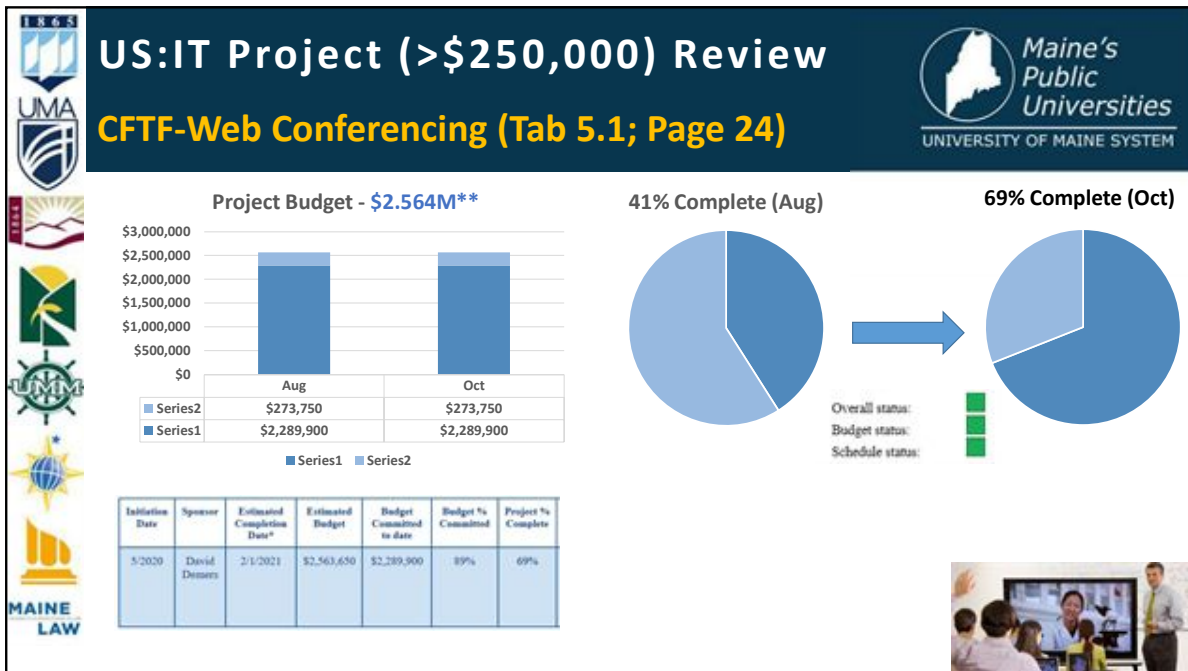
- UMA campus will combine remaining contingency funds and RUS grant funds to update several rooms during winter break and into Summer 2021
- Room selection underway for remaining contingency funds available for UM and UMPI
- Final Room Scoring Assessment underway

• Risks

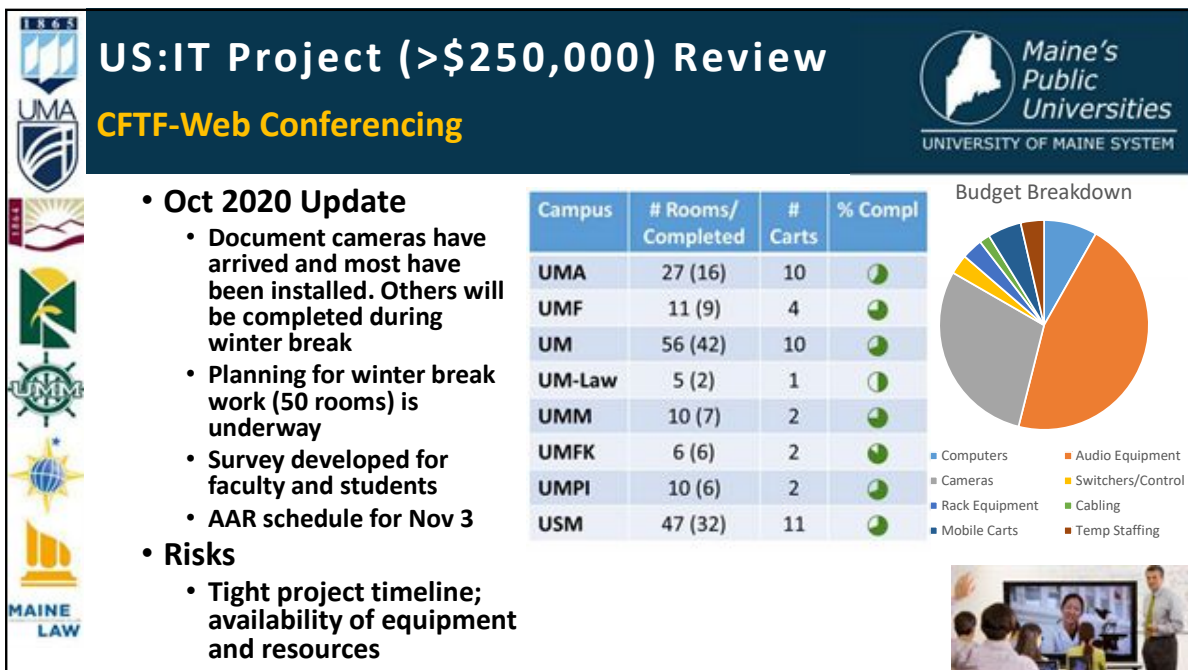
- High anticipation for Phase II funding to complete remaining rooms



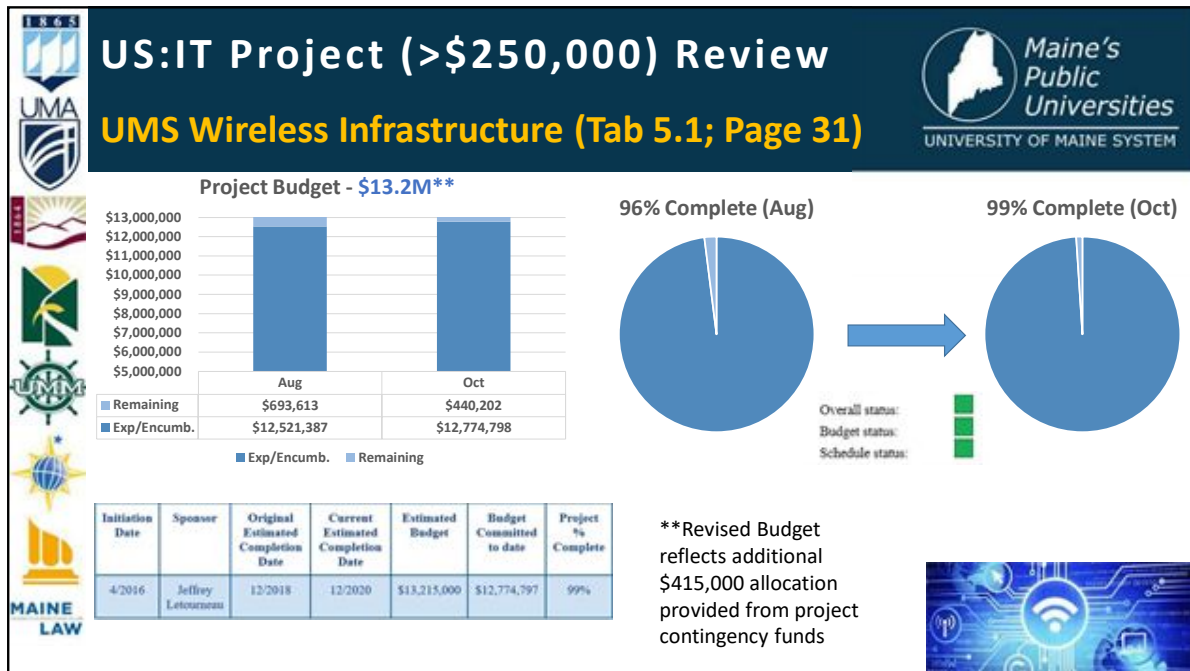
4









5




6











US:IT Project (>\$250,000) Review







UMS Wireless Infrastructure (Tab 5.1; Page 31)



- **Project Status**
 - Project work is complete at UMA, UMF, UMFK, UMM and UMPI
 - A few “punch list” items for Facilities Mgmt remain at UM
 - Final cabling work at USM underway
- **Recently Completed:**
 - USM – Science, Bailey nearly complete (99%)
- **Current Work:**
 - USM – Costello Complex (75%)
 - LAC Network Equipment Upgrade (90%)
 - Sullivan Gym (30%)
- **Risks**
 - Phased funding will necessitate maintaining parallel wireless networks
 - High anticipation for additional funding to complete effort




9

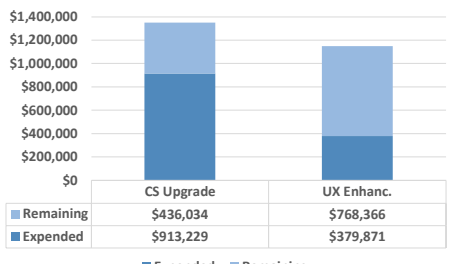







US:IT Project (>\$250,000) Review

MaineStreet Improvements (Tab 5.1; Page 34)




Project Budget - \$2.48M



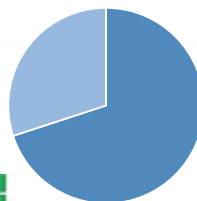
	CS Upgrade	UX Enhanc.
Remaining	\$436,034	\$768,366
Expended	\$913,229	\$379,871

■ Expended ■ Remaining

CS Upgrade (100% Compl)



UX Enhance (70% Compl)





Overall status: ■

Budget status: ■

Schedule status: ■



Project	Initiation Date	Sponsor	Original Estimated Completion Date	Current Estimated Completion Date	Initial Budget	Current Budget Balance	Project % Complete
CS 9.2 Upgrade	October 2018	David Demers	June 2019	June 2019	\$1,348,263	\$436,064	100%
UX Enhancements	September 2018	David Demers	January 2019	February 2021	\$1,148,237	\$768,366	65%




10


US:IT Project (>\$250,000) Review

MaineStreet Improvements (Tab 5.1; Page 34)

- UX Enhancements:**
 - Highpoint deployed to PRD MaineStreet environment; ready for activation
 - Preparation for additional User-Acceptance Testing for the HighPoint Campus Experience module (Oct 2020)
 - Conducting expanded student pilot during Fall 2020 term; emphasis on functionality to support Spring 2021 registration in Oct.
- Risks**
 - Managing change in navigation and interface for the MaineStreet environment









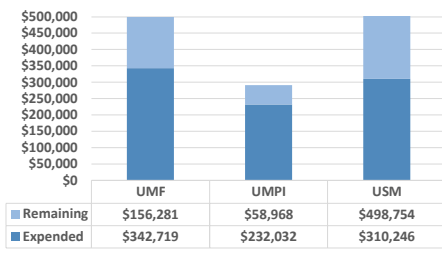
11

US:IT Project (>\$250,000) Review

VoIP Implementation (Tab 5.1; Pages 36-39)

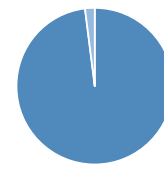
Project Budget - \$1.599M



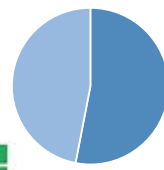
	UMF	UMPI	USM
Remaining	\$156,281	\$58,968	\$498,754
Expended	\$342,719	\$232,032	\$310,246

	Initiation Date	Sponsor	Original Estimated Completion Date	Current Estimated Completion Date	Estimated Budget	Budget Committed to date	Project % Complete
UMF	4/2019	Jeffrey Letourneau	9/2021	12/2020	\$499,000	\$342,718.73	99%
UMPI	6/2019	Jeffrey Letourneau	9/2021	6/2021	\$291,000	\$232,032.12	59%
USM	6/2019	Jeffrey Letourneau	9/2022	9/2022	\$809,000	\$310,246	35%

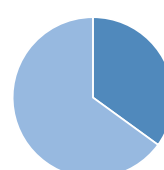
UMF (98% Compl)



UMPI (53% Compl)




USM (35% Compl)




Overall status: ■








Budget status: ■

Schedule status: ■






12

US:IT Project (>\$250,000) Review

VoIP Implementation (Tab 5.1; Pages 36-39)



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UMF:

- Legacy phone system turned off on Oct 5 (!)
- All phones migrated to new system(s)
- Cleaning up of the old system expected by the end of the year

UMPI:

- Cabling work in Preble complete and IP phones being deployed
- South Hall and Campus Center to proceed over Winter break


USM:

- Additional temp staff has helped deployment pace
- Brooks Student Center complete
- Wishcamper, Corthell substantially completed
- Work continues in Glickman, Luther-Bonney, Science, Bailey, Upton, Russell








COVID-19 Impact has delayed project timeline

Risks

- Ongoing probability of future failures of legacy phone systems at UMF/USM
- Poor network infrastructure on both campuses will pose challenges to the project timeline




13

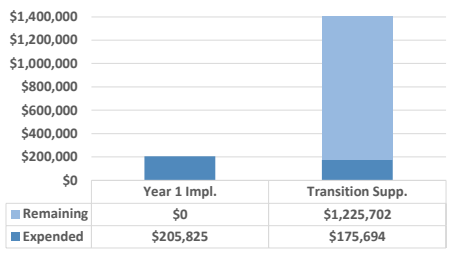
US:IT Project (>\$250,000) Review

Brightspace LMS Implementation (Tab 5.1; Page 40)



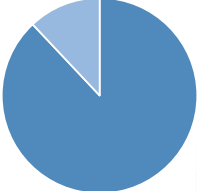
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Project Budget - \$1.61M

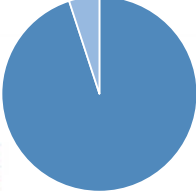


	Year 1 Impl.	Transition Supp.
Remaining	\$0	\$1,225,702
Expended	\$205,825	\$175,694

88 % Complete (Aug)




95% Complete (Oct)



Overall status: ■
 Budget status: ■
 Schedule status: ■

Initiation Date	Sponsor	Original Estimated Completion Date	Current Estimated Completion Date	Initial Budget	Current Budget Balance	Project % Complete
10/9/19	UMS Chief Academic Officers Council (CAOC)	September 2020	August 2021	Implementation and Year 1: \$205,825 Transition Support Allocations: \$1,401,396	\$0 \$1,225,702	95%



14

US:IT Project (>\$250,000) Review

Brightspace LMS Implementation (Tab 5.1; Page 40)

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- Recently Completed:**
 - Full API integration between MaineStreet (Peoplesoft) and Brightspace (courses, student enrollment)
 - Course conversion/migration from Blackboard LMS through Summer 2020
 - Integration of 3rd Party tools/plugins (Zoom, Kaltura, Google/Youtube, NetTutor, Turnitin, Blue)
 - On August 31, UMS successfully launched Brightspace as the official LMS, replacing Blackboard Learn
 - Overall, feedback has indicated success, with no critical or widespread issues reported
- In Progress:**
 - Further development and refinement of user roles and permissions
 - Sunsetting Blackboard LMS
 - Brightspace Governance planning
 - Course-level Activity Reporting
 - Shift to project closing phase
- Risks**
 - Very aggressive timeline for completion
 - COVID-19 disruption

15

US:IT Project (>\$250,000) Review

ERP Assessment (Tab 5.1; Page 42)

UNIVERSITY OF MAINE SYSTEM

Project Budget - \$275K

Category	Amount
Expended	\$50,000
Remaining	\$225,000

55 % Complete (Oct)








Overall status: ■

Budget status: ■

Schedule status: ■


Initiation Date	Sponsor	Original Estimated Completion Date	Current Estimated Completion Date	Initial Budget	Current Budget Balance	Project % Complete
July 2020	David Demers	November 2020	December 2020	\$275,000	\$225,000	55%

16











US:IT Project (>\$250,000) Review

ERP Assessment (Tab 5.1; Page 42)



- **Project Overview**
 - Evaluation of UMS MaineStreet (Peoplesoft) ERP to identify functional gaps and opportunities to support Unified Accreditation; develop roadmap/plan
 - "Repaving MaineStreet"
- **Recently Completed:**
 - Functional partner (Huron) has completed current state assessment of HR and FN modules
- **In Progress:**
 - Current state assessment for Student Records, Student Financials, Student Financial Aid and Reporting underway
 - Anticipate completion of initial workshops by end of October
- **Risks**
 - Funding to support



AGENDA ITEM SUMMARY

1. **NAME OF ITEM:** FY2021 Budget Revision Summary
2. **INITIATED BY:** Mark R. Gardner, Chair
3. **BOARD INFORMATION:** X **BOARD ACTION:**
4. **OUTCOME:** **BOARD POLICY:**
Enhance Fiscal Positioning
5. **BACKGROUND:**

Vice Chancellor Ryan Low will give a brief summary of the FY2021 budget revisions.