

BOARD OF TRUSTEES

HARFORD COMMUNITY COLLEGE

June 11, 2019

FY 2020 CAPITAL BUDGET AND CAPITAL IMPROVEMENT PROGRAM

Information

Katie Callan, Senior Associate Vice President for Administration, will present the finalized FY20 capital budget.

Background

The capital budget and capital improvement program (CIP) establishes the schedule of planned expenditures and commitments for FY 2020 and the subsequent five fiscal years. The CIP is intended to plan for the College's needs for additional facilities improvements. The CIP is from FY 2020 to FY 2025 and integrates academic and physical planning on a College-wide basis. The CIP establishes an itinerary for accomplishing improvements in existing facilities and proposed new infrastructure investments based on the Facilities Master Plan.

The College is required to submit the proposed capital budget to the Harford County government and the State of Maryland for review and funding. For major capital projects, the State of Maryland provides funding through the Community College Capital Grant. Projects are prioritized collectively by the community college presidents and presented to Maryland Higher Education Commission, Department of Budget and Management, and Department of General Services for review and potential funding in the Governor's capital budget.

Capital projects are classified according to the following categories:

- *Technology Investment* – Technology investment is designed to meet the continuing needs of the College's technology backbone along with the on-going refresh of hardware. This investment will support the network and communications infrastructure throughout campus buildings, as well as enable remote access.
- *Building Additions and Renovations* – Funds provided for these projects will enable the College to upgrade classroom space and facilities. These projects are geared to meet

growth demands and facility modernization. Many energy and building efficiencies are incorporated into such projects.

- *Campus Infrastructure Improvements* – With thousands of students visiting campus every day, the demands on our physical campus need to be addressed. Parking lot and sidewalk repairs are necessary to improve capacity and the flow of traffic. In addition, major maintenance of septic fields and potable water systems upgrades are necessary.

The capital funds HCC is requesting for FY 2020 include:

<i>FY 2019 Project Type</i>	<i>Request</i>
Technology Investment	\$1,107,911
Building Additions and Renovations	\$2,533,506
Campus Infrastructure Improvements	\$283,217
Total	\$3,924,634

The technology request will be utilized to leverage technology in order to enhance the student experience and improve operational efficiencies. Initial software purchases along with implementation costs will be funded internally through a portion of the consolidated fee, which is accrued within an equipment and technology capital fund. Some of the key technology requests contained in HCC’s FY 2020 budget include a Board portal, applicant tracking software, classroom technology upgrades (computer and AV equipment replacements), and a battery backup for our data center.

Infrastructure improvements planned for FY 2020 include the resurfacing of A-lot and the completion of a perimeter trail. Improvements to the campus walkway system are also planned, which include repairs and the addition of new sidewalks, handicap ramps, and road crossings. There will be an overall improvement to campus walkway connections that will provide easier access to the Amoss Center, Observatory, and Towson Buildings from the main campus. These infrastructure improvements are also funded internally through an allocation of the consolidated fee.

Funds for furniture and equipment are being requested for Fallston Hall. Design and construction funding has already been approved by both the State and County. Additionally, design funds are being requested for the Chesapeake Welcome Center Renovation & Expansion project. This project will include life/safety upgrades, a reconfiguration of space to become the “front door” to the campus, the inclusion of enrollment services, enhancements to the theater and dining services, and the addition of significant conference space.

The CIP templates that will be submitted to Harford County are attached for your reference. Within each project proposal page, the *Project Schedule* reflects the major milestones by

fiscal year and is an indication of where the FY 2020 proposal falls in the project time-frame. The *Project Status* is intended for major milestones that have been accomplished. Within the *Expenditure Schedule*, a subtotal for requests during the County's capital program (FY 2020 to FY 2025) is calculated.

Recommendation

The President and members of the Finance & Audit Committee who were present at the May 29 meeting recommend that the Board of Trustees of Harford Community College approve the FY2020 Capital Budget and Capital Improvement Plan for \$3,924,634.