



# Board of Trustees

Finance, Audit, Compliance,  
Facilities and Operations  
Committee

*May 13, 2021*

**BOARD OF TRUSTEES OF NORTHERN ILLINOIS UNIVERSITY**

**Finance, Audit, Compliance, Facilities and Operations Committee**

**12:15 p.m. – Thursday – May 13, 2021**

**This Committee meeting is being conducted through video conferencing communications and is being conducted pursuant to Section 6 of Executive Order 2020-7 (Suspending OMA requirements of in person attendance by members of a public body).**

**AGENDA**

1. Call to Order and Roll Call
2. Verification of Quorum and Appropriate Notification of Public Meeting
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4. Review and Approval of Minutes of February 18, 2021 ..... *Action*..... 1
5. Chair's Comments/Announcements
6. Public Comment\*
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10.	Other Matters		
11.	Next Meeting Date		
12.	Adjournment		

\*Individuals wishing to make an appearance before the Board should consult the [Bylaws of the Board of Trustees of Northern Illinois University](#), Article II, Section 4 – *Appearances before the Board*. Appearance request forms can be completed [online](#) in advance of the meeting or will be available in the Board Room the day of the meeting. For more information contact Crystal Doyle, ccoppel@niu.edu, Recording Secretary to the Board of Trustees, Altgeld Hall 300, DeKalb, IL 60115, 815-753-1273.

**Anyone needing special accommodations to participate in the NIU Board of Trustees meetings should contact Crystal Doyle, ccoppel@niu.edu or (815) 753-1273, as soon as possible.**

Minutes of the  
**Board of Trustees of Northern Illinois University**  
**Finance, Audit, Compliance, Facilities and Operations**  
**Committee Meeting**  
February 18, 2021

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 11:01 a.m. by Committee Chair Montel Gayles. This Finance, Audit, Compliance, Facilities and Operations Committee meeting is being conducted through video conferencing communications and is pursuant to Section 6 of Executive Order 2020-7 (Suspending Open Meetings Act requirements of in person attendance by members of a public body). Recording Secretary Sandy McCartney conducted a roll call of the Trustees.

Trustee Rita Athas: Present

Trustee John Butler: Present

Committee Chair Montel Gayles: Present

Trustee Veronica Herrero: Absent

Trustee Bob Pritchard: Present

Trustee Aidan Shields: Present

Vice Chair Eric Wasowicz: Present

Board Chair Dennis Barsema: Present

Trustee Veronica Herrero was absent.

Also present were President Lisa Freeman, Committee Liaison and Vice President for Administration and Finance and Chief Financial Officer Sarah Chinniah, Vice President and General Counsel and Board Parliamentarian Bryan Perry, Executive Vice President and Provost Beth Ingram, Board Liaison and Chief of Staff Matt Streb, Associate Vice President for Facilities Management and Campus Services John Heckmann, and President of Longhouse Capital Michael Boisvert.

**VERIFICATION OF QUORUM AND APPROPRIATE NOTICE OF PUBLIC MEETING**

General Counsel Bryan Perry indicated the appropriate notification of the meeting has been provided pursuant to the Illinois Open Meetings Act. General Counsel Perry also advised that a quorum was present.

**MEETING AGENDA APPROVAL**

Committee Chair Gayles asked for a motion to approve the meeting agenda. Board Chair Barsema so moved, and Trustee Athas seconded.

Committee Chair Gayles asked Sandy to conduct a roll call vote.

Trustee Rita Athas: Yes

Trustee John Butler: Yes

Committee Chair Montel Gayles: Yes

Trustee Veronica Herrero: Absent

Trustee Bob Pritchard: Yes

Trustee Aidan Shields: Yes

Vice Chair Eric Wasowicz: Yes

Board Chair Dennis Barsema: Yes

The motion was approved.

## REVIEW AND APPROVAL OF MINUTES

Committee Chair Gayles asked for a motion to approve the minutes of November 12, 2020. Vice Chair Wasowicz so moved, and Board Chair Barsema seconded.

Committee Chair Gayles asked Sandy to conduct a roll call vote.

Trustee Rita Athas: Yes

Trustee John Butler: Yes

Committee Chair Montel Gayles: Yes

Trustee Veronica Herrero: Absent

Trustee Bob Pritchard: Yes

Trustee Aidan Shields: Yes

Vice Chair Eric Wasowicz: Yes

Board Chair Dennis Barsema: Yes

The motion was approved.

## CHAIR'S COMMENTS/ANNOUNCEMENTS

Committee Chair Gayles spoke to the importance of today's agenda and gave an overview of all the items. Committee Chair Gayles expressed his support and appreciation for the efforts of the university to persevere. He also talked about looking ahead towards support of activities and decisions towards NIU's multi-year planning and budgeting goals.

Committee Chair Gayles welcomed the University Advisory Committee members that were present and asked if anyone had any comments for the board.

There were no comments from the University Advisory Committee members.

## PUBLIC COMMENT

General Counsel Perry stated there had been one individual registered to speak but they withdrew. There were no public comments.

## FINANCIAL UPDATE

### **Agenda Item 7.a. Series 2011 CHF Bond Refinancing with Series 2021 AFS Bonds**

VPCFO Chinniah presented agenda item 7.a. Series 2011 CHF Bond Refinancing with Series 2021 AFS Bonds.

VPCFO Chinniah introduced Michael Boisvert President of Longhouse Capital.

Mr. Boisvert spoke about the financing climate due to concerns about COVID-19. He also outlined the next steps in support of the bond refinancing, committing to provide more information at future Board of Trustees meetings.

The Committee discussed with Mr. Boisvert the risk of going forward without bond insurance and the role purchasing bond insurance plays in securing a lower interest rate.

Board Chair Barsema thanked Mr. Boisvert, and the NIU Finance Team, for the success of the last refinancing. He wondered, if rates are locked in late April/early May but closing is not until early July, what happens to rate changes between the lock down time and closing. Mr. Boisvert explained that once rates are confirmed, they do not change. He did add this is the lowest rate he has seen in a while.

Vice Chair Wasowicz inquired as to why it is necessary to wait until July to close to get tax exempt status. Mr. Boisvert explained it was a federal tax rule. On a fixed rate bond if you

want to refinance the debt, you must wait until the first call date to refinance it. The call provision on these bonds was a 10 year one from 2011. July 1, 2021 would be the first date the University could legally repay those to still get our tax-exempt status.

Committee Chair Gayles and VPCFO Chinniah thanked Mr. Boisvert for being there to speak with the Board. VPCFO Chinniah expressed her appreciation to be working with Longhouse Capital again. She went on to say the NIU Office of General Counsel and General Counsel Bryan Perry, was also working with the team. They will all be working with the Collegiate Housing Foundation (CHF) to review the CHF Bond Lease and Financial Agreements. This will be a parallel process that supports the financing as the buildings are integrated fully into NIU's portfolio.

**Agenda Item 7.b. Quarterly Financial Summary – Fiscal Year 2021 Second Quarter as of December 31, 2020**

VPCFO Chinniah presented agenda item 7.b. Quarterly Financial Summary – Fiscal Year 2021 Second Quarter as of December 31, 2020. She asked that the Table on Page 13 be displayed.

Board Chair Barsema spoke to the wonderful job done by the team across campus to reduce and control expenses and thanked everyone and particularly those on VPCFO Chinniah's team for their work. However, he stated the relief coming from Washington would not solve all the issues. There needs to continue to be a strong focus on cost control.

VPCFO Chinniah then spoke to FY22 and beyond in preparation for a return to more typical operations. She explained the strategy this year would be deferring actions (knowing they will need to be picked up again next year), making plans for facilities, staff development, facility research, facility travel. At the same time establishing a new sustainable level.

President Freeman expressed how she was looking forward to being able to plan for a sustainable future and incorporate lessons learned during this COVID environment.

Board Chair Barsema agreed with President Freeman and commended everyone for a great job in learning from this tragedy. He observed that President Freeman and the entire team had done a great job in learning about things that will be helpful as the University moves forward, both from a budget standpoint and operational standpoint in delivering NIU's promise, mission, and vision.

VPCFO Chinniah responded as to how the university has benefited from the support and leadership of the entire Board of Trustees and was grateful for their support and leadership as well.

**Agenda Item 7.c. Periodic Report on Investments for Period Ending December 31, 2020**

VPCFO Chinniah presented agenda item 7.c. Periodic Report on Investments for Period Ending December 31, 2020.

There was no discussion.

**UNIVERSITY RECOMMENDATIONS**

**Agenda Item 8.a. Fiscal Year 2021 Quarantine and Isolation Costs**

VPCFO Chinniah presented agenda item 8.a. Fiscal Year 2021 Quarantine and Isolation Costs for approval.

Committee Chair Gayles asked for a motion to approve item 8.a. Vice Chair Wasowicz so moved, and Board Chair Barsema seconded.

Committee Chair Gayles inquired if this was enough money for these hotel costs. President Freeman explained our spend rate on hotel rooms had slowed this semester due to reorganizing students in campus housing resulting in being able to isolate more students on campus. She confirmed the not to exceed amount would allow us the needed flexibility.

Trustee Shields asked if this amount was in addition to what was already requested. VPCFO Chinniah said the total dollars not to exceed \$350K includes the \$160K already spent.

There was no further discussion.

Committee Chair Gayles asked Sandy to conduct a roll call vote.

Trustee Rita Athas: Yes	Trustee John Butler: Yes
Committee Chair Montel Gayles: Yes	Trustee Veronica Herrero: Absent
Trustee Bob Pritchard: Yes	Trustee Aidan Shields: Yes
Vice Chair Eric Wasowicz: Yes	Board Chair Dennis Barsema: Yes

The motion was approved.

#### **Agenda Item 8.b. Surplus Real Estate Property Determination Hoffman Estates Campus**

VPCFO Chinniah presented agenda item 8.b. Surplus Real Estate Property Determination Hoffman Estates Campus for approval.

Committee Chair Gayles asked for a motion to approve item 8.b. Trustee Athas so moved, and Board Chair Barsema seconded.

Board Chair Barsema wanted to clarify, the purpose of this item was just to declare it as surplus and the decision as to what to do with it would come at a later time. This was confirmed by VPCFO Chinniah.

Trustee Butler requested a future presentation on how NIU is connecting with the outlying areas and what the University's regional strategy is. Committee Chair Gayles added he would like that presentation to include facilities usage as well. President Freeman felt this was a good idea.

Vice Chair Wasowicz inquired as to whether the money could be used for capital building expenses, or if it would be returned to the state. VPCFO Chinniah explained there is flexibility due to legislation that passed last year. There were certain property parcels that NIU could designate in such a manner that if NIU sold them, the proceeds would be used to support emergency facility needs and deferred maintenance.

There was no further discussion.

Committee Chair Gayles asked Sandy to take a roll call vote.

Trustee Rita Athas: Yes	Trustee John Butler: Yes
Committee Chair Montel Gayles: Yes	Trustee Veronica Herrero: Absent
Trustee Bob Pritchard: Yes	Trustee Aidan Shields: Yes

Vice Chair Eric Wasowicz: Yes

Board Chair Dennis Barsema: Yes

The motion was approved.

### **Agenda Item 8.c. Fiscal Year 2022 Undergraduate Tuition Pricing Recommendation**

VPCFO Chinniah presented agenda item 8.c. Fiscal Year 2022 Undergraduate Tuition Pricing Recommendation for approval.

Committee Chair Gayles asked for a motion to approve item 8.c. Trustee Pritchard so moved, and Trustee Butler seconded.

There was no discussion.

Committee Chair Gayles asked Sandy to conduct a roll call vote.

Trustee Rita Athas: Yes

Trustee John Butler: Yes

Committee Chair Montel Gayles: Yes

Trustee Veronica Herrero: Absent

Trustee Bob Pritchard: Yes

Trustee Aidan Shields: Yes

Vice Chair Eric Wasowicz: Yes

Board Chair Dennis Barsema: Yes

The motion was approved.

### **Agenda Item 8.d. Fiscal Year 2022 Graduate and Law Tuition Pricing Recommendation**

VPCFO Chinniah presented agenda item 8.d. Fiscal Year 2022 Graduate and Law Tuition Pricing Recommendation for approval.

Committee Chair Gayles asked for a motion to approve item 8.d. Vice Chair Wasowicz so moved, and Trustee Pritchard seconded.

Trustee Pritchard commented how NIU compared with other universities and are among the few that have held flat tuition for the past five years. NIU has a great value story to tell about education in that the university is mindful of the cost of higher education and the burden this might place on students.

VPCFO Chinniah commented that the university did lower student fees earlier in the year so when you take the lowering of student fees and put it against the proposed tuition increases it is a very modest 1% for the majority of our students. She appreciated Trustee Pritchard for acknowledging the effort that the university has made to honor our commitment to access and affordability by keeping our total costs very affordable.

Board Chair Barsema mentioned it was hard to increase the costs to the students and the families because it remains a goal to keep NIU accessible and affordable to all families but at the same time there is a responsibility to increase student services and enhance academic standards. He said he understood this increase was a necessary one and applauded the university in keeping it as low as possible.

Vice Chair Wasowicz made sure everyone was aware of the enormous amount of time that was put into this and sited in the past year they had several individual discussions with VPCFO Chinniah and President Freeman along these lines.

Committee Chair Gayles wondered about the Financial Literacy being offered to students and asked for an explanation as to how that will be done.



EVPP Ingram explained there are a lot of great models out there for doing this work. The enhanced services, along with conversations with the appropriate people from the College of Business will enable a function to better meet the needs of students.

There was no further discussion.

Committee Chair Gayles asked Sandy to conduct a roll call vote.

Trustee Rita Athas: Yes	Trustee John Butler: Yes
Committee Chair Montel Gayles: Yes	Trustee Veronica Herrero: Absent
Trustee Bob Pritchard: Yes	Trustee Aidan Shields: Yes
Vice Chair Eric Wasowicz: Yes	Board Chair Dennis Barsema: Yes

The motion was approved.

**Agenda Item 8.e. Fiscal Year 2022 Division of Information Technology Microsoft Enrollment Contract Renewal**

VPCFO Chinniah presented agenda item 8.e. Fiscal Year 2022 Division of Information Technology Microsoft Enrollment Contract Renewal for approval.

Committee Chair Gayles asked for a motion to approve item 8.e. Vice Chair Wasowicz so moved, and Trustee Pritchard seconded.

Trustee Shields asked what happens after the ninth renewal year. VPCFO Chinniah explained the item would move forward with a full purchasing bid through the Procurement Office. Following a full process, the item would move forward to the board for approval.

Trustee Athas asked if the \$400K had been steady throughout the multiple years of the contract. VPCFO Chinniah said no, there have been a few increases due to security enhancements in multifactor authentication, but overall, the cost has remained rather consistent.

Committee Chair Gayles added he thought the BEP numbers might be increasing from 20% to 30%.

There was no further discussion.

Committee Chair Gayles asked Sandy to conduct a roll call vote.

Trustee Rita Athas: Yes	Trustee John Butler: Yes
Committee Chair Montel Gayles: Yes	Trustee Veronica Herrero: Absent
Trustee Bob Pritchard: Yes	Trustee Aidan Shields: Yes
Vice Chair Eric Wasowicz: Yes	Board Chair Dennis Barsema: Yes

The motion was approved.

**Agenda Item 8.f. Fiscal Year 2022 Master Agreement Facility Contract Renewals**

VPCFO Chinniah presented agenda item 8.f. Fiscal Year 2022 Master Agreement Facility Contract Renewals for approval.

Committee Chair Gayles asked for a motion to approve item 8.f. Vice Chair Wasowicz so moved, and Trustee Athas seconded.

There was no discussion.

Committee Chair Gayles asked Sandy to conduct a roll call vote.

Trustee Rita Athas: Yes

Trustee John Butler: Abstained

Committee Chair Montel Gayles: Yes

Trustee Veronica Herrero: Absent

Trustee Bob Pritchard: Yes

Trustee Aidan Shields: Yes

Vice Chair Eric Wasowicz: Yes

Board Chair Dennis Barsema: Yes

The motion was approved.

### **Agenda Item 8.g. Fiscal Year 2022 Materials Management & Integrated Media Technologies Consumable Commodities**

VPCFO Chinniah presented agenda item 8.g. Fiscal Year 2022 Materials Management & Integrated Media Technologies Consumable Commodities for approval.

Committee Chair Gayles asked about the difference between the Funding Total and the amount approved for FY21. VPCFO Chinniah explained FY21 had a slightly higher number.

Committee Chair Gayles asked for a motion to approve item 8.g. Vice Chair Wasowicz so moved, and Board Chair Barsema seconded.

There was no further discussion.

Committee Chair Gayles asked Sandy to conduct a roll call vote.

Trustee Rita Athas: Yes

Trustee John Butler: Yes

Committee Chair Montel Gayles: Yes

Trustee Veronica Herrero: Absent

Trustee Bob Pritchard: Yes

Trustee Aidan Shields: Yes

Vice Chair Eric Wasowicz: Yes

Board Chair Dennis Barsema: Yes

The motion was approved.

## **UNIVERSITY REPORTS**

### **Agenda Item 9.a. Campus Planning in Support of University Priorities Presentation**

VPCFO Chinniah introduced Associate Vice President for Facilities Management and Campus Services John Heckmann who gave his presentation on Campus Planning in Support of University Priorities.

Board Chair Barsema thanked AVP Heckmann and his team for their continued diligence in maintaining campus and asked AVP Heckmann to explain recent efforts to keep buildings functional.

AVP Heckmann explained the protocols used by the Facilities team to maintain buildings.

Trustee Butler shared concerns from faculty that some office space is less than optimal and significantly outdated. AVP Heckmann acknowledged this was a good observation, and a good point to keep in mind regarding where to focus moving forward.

Trustee Pritchard inquired as to how realistic it might be over the next several years working with the Foundation to generate dollars to help maintain and preserve NIU facilities. AVP Heckmann agreed this is something to explore going forward to reduce dependency on state revenue.

Trustee Pritchard also asked as to whether buildings had been inventoried as to which ones required the most maintenance. AVP Heckmann assured him facilities are constantly reevaluated.

Committee Chair Gayles inquired about the future look of the campus. AVP Heckman confirmed this had been the master planning process until financial pressures had paused the effort. He said the master plan will be reshaped to incorporate lessons from the pandemic.

President Freeman reminded the Board of the process for setting milestones for advancing the Campus Master Planning Process.

**Agenda Item 9.b. Quarterly Summary Report of Transactions in Excess of \$100,000 for the Period October 1, 2020 to December 31, 2020**

VPCFO Chinniah stated there was one University Report. A comprehensive write-up had been provided in the materials.

There was no discussion.

**OTHER MATTERS**

No other matters were discussed.

**NEXT MEETING DATE**

The next meeting of the Finance, Audit, Compliance, Facilities and Operations Committee will be May 13, 2021.

**ADJOURNMENT**

Committee Chair Gayles asked for a motion to adjourn. Board Chair Barsema so moved, and Vice Chair Wasowicz seconded.

Committee Chair Gayles asked Sandy to conduct a roll call vote.

Trustee Rita Athas: Yes

Trustee John Butler: Yes

Committee Chair Montel Gayles: Yes

Trustee Veronica Herrero: Absent

Trustee Bob Pritchard: Yes

Trustee Aidan Shields: Yes

Vice Chair Eric Wasowicz: Yes

Board Chair Dennis Barsema: Yes

The motion was approved.

The meeting adjourned at 12:40 p.m.

Respectfully submitted,

Sandy McCartney

Recording Secretary

*In compliance with Illinois Open Meetings Act 5 ILCS 120/1, et seq, a verbatim record of all Northern Illinois University Board of Trustees meetings is maintained by the Board Recording Secretary and is available for review upon request. The minutes contained herein represent a true and accurate summary of the Board proceedings.*

## QUARTERLY FINANCIAL SUMMARY FISCAL YEAR 2021 THIRD QUARTER AS OF MARCH 31, 2021

**Background:** To promote fiscal transparency within the NIU campus community and to provide the Board of Trustees opportunity to formally review the University's fiscal stewardship, a regular quarterly financial summary is presented here that summarizes activity through March 31, 2021 and projects expected full-year results based on currently available data and information.

The full-year projection presented today incorporates an all-funds deficit of \$19.7M based on projected revenues of \$376.6M and projected expenditures of \$396.3M. These full-year expectations reflect current revenues and expenses, but not future activity, associated with the second and third federal relief programs (Higher Education Emergency Relief Fund II and III) authorized in December 2020 and March 2021, respectively.

Through the third quarter of FY21, the University received \$52.6M more revenue (\$357.3M) than was spent (\$304.6M), producing a net revenue 31.9% (\$12.7M) better than a year ago (third quarter, FY20). Tuition and Student Fee revenue decreased 0.9%, or \$1.4M. Overall, revenue lagged the third quarter of FY20 by \$8.3M, mostly due to the impact of the COVID-19 pandemic on housing, sales, and other revenue sources. Including relief funds received through the end of the quarter, overall revenues trailed budget by \$5.9M (1.6%).

On the expense side, overall spending relative to FY20 decreased by 6.4% (\$21M), including lower overall Personnel Services expenses by 6.49% (\$11.3M) and lower Contractual Services expenses by 17.1% (\$10.1M). Scholarship spending increased 24.1% (\$12.5M) from the prior year. This increase was partially driven by federal COVID relief funding and the AIM High scholarship program. Overall, expenses through the third quarter of FY21 are \$17.8M below budget, reflecting cost containment efforts implemented throughout the NIU community. Based on current projections, expenses are trending 5.8% under budget for the full year (\$24.4M); however, revenues also are trending below budget by \$12M, or 3.1%.

At this time, the university expects to utilize approximately \$20M of federal relief funds to offset lost revenue and expenses incurred due to the pandemic. Those funds will be applied prior to end of year, allowing the university to end FY21 with revenues approximately equal to expenditures.

As this report reflects activity and trends through the first three quarters of the fiscal year, unexpected changes in the operating environment or spending patterns in the coming months may have a significant impact on expected results for the full fiscal year. There exist opportunities for revenues to improve over this full-year projection, particularly in the Sales and Rental & Room Income categories. On the expense side, spending patterns will be closely monitored for changes from the current trajectory, especially those in Contractual Services (currently 24.5% below budget), Personnel Services (currently 4.7% below budget), and Commodities (65.1% below budget).

### Revenues

- 1. Tuition and Student Fees:** All tuition, including differential tuition, course and materials fees, athletics fees, bus fees, and health service fees.

2. **Gifts, Grants, & Contracts:** Includes on-campus scholarships, research grants and associated indirect cost pools, Pell grants, and sub-contract fees for research.
3. **Other Fees and Fines:** Includes parking, residential living-learning community fees, parking fines, and transcript and commencement fees.
4. **Sales:** Includes board plan and retail food sales, concessions sales, advertising/sponsorship, sales of services to off-campus entities (including, but not limited to catering, childcare, and conference services).
5. **Rental & Room Income:** Includes room fees for residential students, rental of on-campus and off-campus meeting and conference space, hotel revenues, and Northern View apartment revenues.
6. **Gate Receipts & Commissions:** Includes athletic ticket sales, performing arts ticket sales, commissions, and concert/event revenues from the Convocation Center.
7. **Miscellaneous & Investment Income:** Includes athletics' game guarantees, NIU share of conference tournament revenues, rental of facilities, and interest income from investments, gains and losses on disposals of fixed assets, and year-end transfers to mandated reserves in the auxiliary facilities system.
8. **State of Illinois:** Represents the annual state appropriation to public universities.

## Expenses

1. **Cost of Sales:** Includes the cost of all items purchased for resale on campus such as food for dining units, parts and supplies to be charged out through the campus work order system, as well as paper for pay-to-print copiers and printers.
2. **Personnel Services:** Includes all salaries paid to faculty, supportive professional staff, civil service, graduate assistants, extra help, and student employees. Also includes required payments for Medicare and employee health insurance.
3. **Contractual Services:** Includes annual software support, subscriptions, conference registrations, non-employee travel reimbursements, service contracts, repairs & maintenance, grounds, building service work charges, speaking fees, and other arrangements with outside contractors to perform services for the University.
4. **Commodities:** Includes purchased items of a low cost that typically are consumed in a single year. Examples include paper for printing, lab supplies, napkins, and cleaning supplies.
5. **Travel:** Includes airfare, hotel rooms, mileage, meals (all up to limits set by the state and the University), and ancillary expenses for employees to travel to-and-from campus on official University business.
6. **Automotive:** Includes the cost to rent cars, vans, and busses from the University transportation department.
7. **Scholarships:** Includes scholarships awarded, including Pell Grant funds disbursed (which, when netted against Pell Grant funds received, results in zero effect on the University's cash position).
8. **Telecommunications:** Includes the cost of providing phone, internet, and other digital services to the University.
9. **Equipment & Library Books:** Includes the cost of all items over \$100 with an estimated useful life of two years or more, as well as library books, journal subscriptions, manuscripts, films, music, and video materials.
10. **Capital Repairs:** Includes the cost of centralized capital repair activities.
11. **Debt Service:** Includes debt service payment on bonds, certificates of participation, and performance contracts.

**12. Miscellaneous Expense:** Includes refunds issued for on-campus external programming, deposit refunds, and other expenses not classified elsewhere. This category also includes miscellaneous year-end accrual and other adjustments.

Following is a financial summary of the University's operations as of the end of the third quarter of FY21 compared to the previous fiscal year and the FY21 budget.

**Northern Illinois University**  
**as of March 31, 2021**  
*(\$ in thousands)*

	<u>Current Year FY21</u>			<u>Prior Year FY20</u>		<u>Current Year FY21</u>		
	<u>Third Quarter</u>			<u>Third Quarter</u>		<u>Annual</u>		
	<u>YTD Actuals</u>	<u>YTD Budget</u>	<u>Variance</u>	<u>YTD Actuals</u>	<u>Variance</u>	<u>YTD Forecast</u>	<u>Budget</u>	<u>Variance</u>
<b>Revenue</b>								
Tuition & Student Fees	\$ 164,758	\$ 168,248	\$ (3,489)	\$ 166,232	\$ (1,474)	\$ 167,264	\$ 168,734	\$ (1,470)
Gifts, Grants, & Contracts	65,694	43,618	22,076	49,293	16,401	75,252	57,476	17,776
Other Fees and Fines	2,652	4,798	(2,146)	5,652	(3,000)	2,987	5,303	(2,316)
Sales	14,954	26,836	(11,882)	24,837	(9,883)	16,799	28,711	(11,912)
Rental & Room Income	17,477	29,337	(11,860)	25,411	(7,934)	17,851	29,116	(11,265)
Gate Receipts & Commissions	301	1,702	(1,401)	3,046	(2,745)	365	1,757	(1,392)
Miscellaneous & Investment Income	5,477	1,902	3,575	4,288	1,188	8,336	9,788	(1,452)
State of Illinois	86,034	86,887	(853)	86,907	(873)	87,804	87,804	-
<b>Total Revenue</b>	<b>\$ 357,347</b>	<b>\$ 363,328</b>	<b>\$ (5,981)</b>	<b>\$ 365,666</b>	<b>\$ (8,319)</b>	<b>\$ 376,657</b>	<b>\$ 388,689</b>	<b>\$ (12,032)</b>
<b>Expenses</b>								
Cost of Sales	\$ 1,832	\$ 3,907	\$ (2,075)	\$ 4,229	\$ (2,397)	\$ 1,959	\$ 4,108	\$ (2,149)
Personnel Services	163,923	171,992	(8,069)	175,298	(11,376)	214,735	222,932	(8,197)
Contractual Services	49,040	64,930	(15,890)	59,192	(10,152)	71,865	86,565	(14,700)
Commodities	2,610	7,487	(4,877)	4,339	(1,729)	5,420	8,409	(2,990)
Travel	643	3,996	(3,352)	3,459	(2,815)	981	4,090	(3,108)
Automotive	561	1,068	(507)	943	(381)	670	1,188	(518)
Scholarships	64,429	49,414	15,015	51,915	12,515	67,255	55,632	11,623
Telecommunications	386	352	34	152	234	662	590	72
Equipment & Library Materials	5,241	6,132	(892)	5,598	(357)	7,593	7,495	98
Capital Repairs	380	2,544	(2,164)	1,521	(1,140)	385	2,977	(2,591)
Debt Service	13,373	14,018	(645)	15,961	(2,588)	24,500	24,672	(172)
Miscellaneous Expense	2,237	2,680	(443)	3,129	(892)	335	2,175	(1,840)
<b>Total Expenses</b>	<b>\$ 304,656</b>	<b>\$ 328,522</b>	<b>\$ (23,866)</b>	<b>\$ 325,735</b>	<b>\$ (21,079)</b>	<b>\$ 396,360</b>	<b>\$ 420,833</b>	<b>\$ (24,473)</b>
<b>Net Revenue</b>	<b>\$ 52,690</b>	<b>\$ 34,806</b>	<b>\$ 17,885</b>	<b>\$ 39,931</b>	<b>\$ 12,760</b>	<b>\$ (19,703)</b>	<b>\$ (32,144)</b>	<b>\$ 12,441</b>



**PERIODIC REPORT ON INVESTMENTS  
FOR PERIOD ENDING MARCH 31, 2021**

In accordance with the approved University Investment and Cash Management policy, this report on cash and investments is submitted at the end of each calendar quarter to the Board of Trustees. This report is required by Board of Trustees *Regulations* (Section V, Subsection D). The following schedules are included:

- Cash and Investment Holdings Summary as of March 31, 2021
- Investment Earnings for the quarter ending March 31, 2021

The *Cash and Investment Holdings Summary* at March 31, 2021 shows NIU's total holdings at just over \$135M. Of the total holdings balance, approximately \$83M is available for daily operations providing more than 60 days cash on hand. The remaining balance is restricted per collateralization requirements and contractual obligations. The total holdings balance is \$19M lower than the balance at March 31, 2020. The decrease is a result of lower cash receipts over the same period of the previous fiscal year and the use of cash reserves to cover operating deficits.

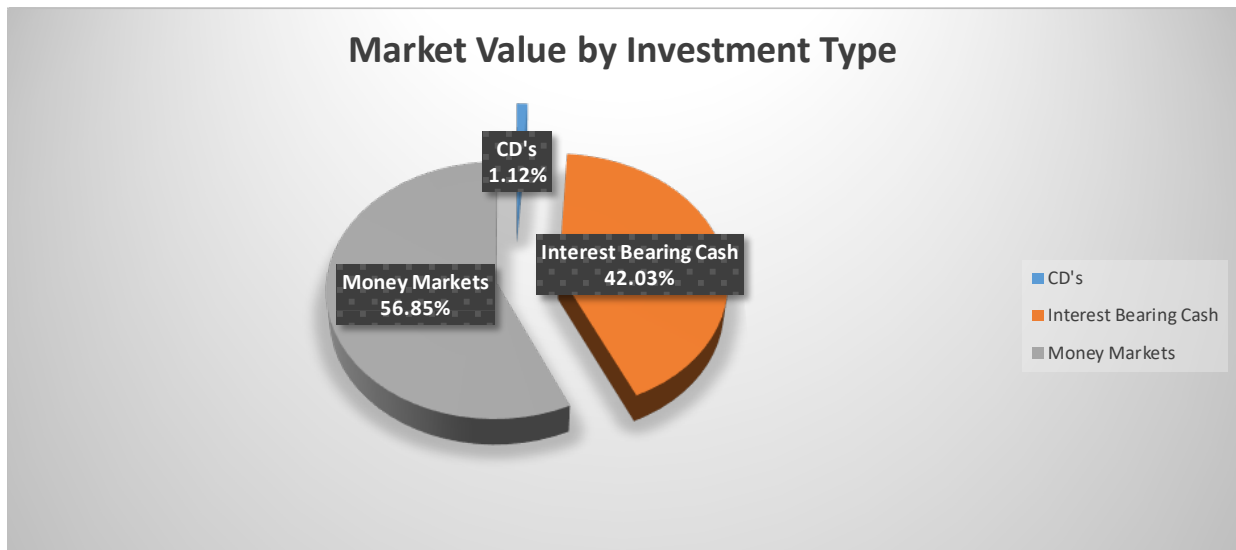
The *Investment Earnings* report shows income of \$43,039 and an overall annualized rate of return of .12% for the 3rd quarter. The lower return this quarter over prior quarters resulted from lower interest rates and cash balances and the maturing of a higher yield investment during the quarter. Most operating funds were invested in money markets and investment savings accounts because cash and cash equivalents were earning higher yields than long term investment instruments during the third quarter of FY21.

At March 31, 2021, the university had vouchered the State of Illinois \$86M for FY21 general appropriations. As of this date, approximately \$58M has been received. The State continues to release payments to the University in a timely fashion during the pandemic.

In March, the U.S. economic forecast shifted from a slow, steady recovery by early next year to a more prosperous outlook by midyear. This change is driven by lower COVID-19 cases, increased vaccine distribution, and the passage of the American Rescue Plan. Despite the positive outlook this quarter, the federal funds rate is expected to remain unchanged at near zero. Management continues to monitor cash flow activity and terms of federal stimulus funds and align fiscal policy with operating capacity in support of University priorities.

**NORTHERN ILLINOIS UNIVERSITY**  
**CASH and INVESTMENT HOLDINGS SUMMARY**  
 March 31, 2021  
 For Fiscal Year 2021

Investment Type	Purch Price/ Ending Bal *	Book Value **	Market Value ***
<b>CD's:</b>			
Local Funds	\$ 1,514,814	\$ 1,514,814	\$ 1,514,814
<b>Federal Agency Notes:</b>			
Local Funds	\$ -	\$ -	\$ -
<b>Interest Bearing Cash Accounts:</b>			
Local Funds	\$ 56,853,425	\$ 56,853,425	\$ 56,853,425
<b>Money Markets:</b>			
Contributory Trust	\$ 9,839,000	\$ 9,839,000	\$ 9,839,000
Local Funds	66,659,444	66,659,444	66,659,444
Project Funds	394,199	394,199	394,199
	\$ 76,892,643	\$ 76,892,643	\$ 76,892,643
<b>US Treasury Notes/Bills:</b>			
Local Funds	\$ -	\$ -	\$ -
<b>TOTAL INVESTMENT HOLDINGS</b>	<b>\$ 135,260,882</b>	<b>\$ 135,260,882</b>	<b>\$ 135,260,882</b>
Non-interest Bearing Cash	\$ 324,667	\$ 324,667	\$ 324,667
<b>TOTAL CASH &amp; INVESTMENT HOLDINGS</b>	<b>\$ 135,585,549</b>	<b>\$ 135,585,549</b>	<b>\$ 135,585,549</b>
<b>TOTAL REPORTED FOR 3/31/2020</b>	<b>\$ 154,361,260</b>	<b>\$ 154,453,188</b>	<b>\$ 154,600,260</b>



\* Amounts per Bank and Investment Statements

\*\* Purchase price, net of accumulated amortization of premiums and discounts

\*\*\* Estimated price for which an investment would sell in the marketplace

Assets reported in the CASH and INVESTMENT HOLDINGS SUMMARY comply with the Illinois Public Funds Investment Act (30 ILCS 235)  
 and the NIU Investment and Cash Management Policy

**NORTHERN ILLINOIS UNIVERSITY**  
**INVESTMENT EARNINGS**  
For Fiscal Year 2021  
July 1, 2020 - March 31, 2021

	March 31 Ending Balance	Qtr 3 Average Daily Balance	Percent of Portfolio	Qtr 3 Income Earned	Annualized Rates of Return				
					FY2021			FY 2020	
					3rd Qtr	2nd Qtr	1st Qtr	4th Qtr	
<b>Short-Term Investment Accounts</b>									
Illinois Funds	\$ 66,659,444	\$ 57,799,928	40.56%	\$ 10,401	0.073%	0.095%	0.177%	0.713%	
Investment Accounts - Financial Institutions	\$ 56,853,425	\$ 67,883,249	47.65%	\$ 27,906	0.167%	0.185%	0.287%	0.856%	
Contributory Trust	\$ 9,839,000	\$ 9,838,923	6.90%	\$ 746	0.031%	0.023%	0.085%	0.437%	
Investment Accounts - Project Funds	\$ 394,199	\$ 417,325	0.29%	\$ 6	0.006%	0.006%	0.003%	0.424%	
CD's	\$ 1,514,814	\$ 1,514,356	1.06%	\$ 281	0.075%	0.080%	0.058%	0.186%	
<b>ST Investment Accounts Total</b>	<b>\$ 135,260,882</b>	<b>\$ 137,453,781</b>	<b>96.46%</b>	<b>\$ 39,340</b>	<b>0.116%</b>	<b>0.132%</b>	<b>0.217%</b>	<b>0.741%</b>	
<b>Fixed Income Securities</b>									
Local Funds	\$ -	\$ 5,048,438	3.54%	\$ 3,699	0.297%	0.873%	1.210%	2.025%	
<b>Fixed Income Securities Total</b>	<b>\$ -</b>	<b>\$ 5,048,438</b>	<b>3.54%</b>	<b>\$ 3,699</b>	<b>0.297%</b>	<b>0.873%</b>	<b>1.210%</b>	<b>2.025%</b>	
<b>Non-interest Bearing Cash</b>	<b>\$ 324,667</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>COMBINED TOTAL</b>	<b>\$ 135,585,549</b>	<b>\$ 142,502,219</b>	<b>100.00%</b>	<b>\$ 43,039</b>	<b>0.12%</b>	<b>0.16%</b>	<b>0.35%</b>	<b>1.05%</b>	

Assets reported in INVESTMENT EARNINGS comply with the Illinois Public Funds Investment Act (30 ILCS 235)  
and the NIU Investment and Cash Management Policy

## **SERIES 2011 CHF BOND REFINANCING WITH SERIES 2021 AFS BOND UPDATE**

### **Background on 2011 CHF financing**

In 2011, in order to accelerate the construction of new residence hall facilities on campus, Northern Illinois University collaborated with Collegiate Housing Foundation (CHF) to privately finance and construct New Hall, and then leased it back to the University through the bonds' maturity in FY44. As part of this private, tax-exempt financing, a similar private financing completed with CHF in 2006 for the Northern View Apartments was also refinanced at that time.

An amount of \$121.9M is currently outstanding on these Series 2011 tax-exempt CHF Bonds (the "2011 CHF Bonds") for which CHF is the underlying Obligor. The rate on the 2011 CHF Bonds for NIU's project is very high at 6.86%.

While both New Hall and the Northern View Apartments are owned by CHF, NIU manages both facilities. The bond documents allow for the University to purchase the facilities by paying off the outstanding tax-exempt 2011 CHF Bonds and paying any accrued management fees. For NIU, the first opportunity to close such a refinancing, and simultaneously effect the purchase of the buildings and expansion of the Auxiliary Facilities System (AFS), will be on or after July 1, 2021.

In addition to a reduction in payments owing to a lower rate, the Series 2021 AFS Bonds refinancing will provide a number of operational flexibilities and economic efficiencies. These include the ability for NIU to set its own room rates for the two residence halls and avoid restrictive occupancy and "first fill" requirements, as well as cumbersome site-specific profitability requirements.

University leadership has adopted the following guiding principles for this refinancing:

- The Series 2021 AFS Bonds will not include any monies for new projects;
- The new debt payments will not extend beyond FY44, the fiscal year of the final maturity date of the Series 2011 CHF Bonds; and
- The refinancing will be structured to maximize savings in FY22-FY25 to mitigate budgetary impact of closing the structural budget gap.

### **March 18, 2021 Board Action**

At its March 18, 2021 meeting, the Board passed a resolution that, among other things:

- Authorized the issuance of NIU's AFS Revenue Bonds Series 2021 to finance the purchase of New Hall and the Northern View Apartments from CHF. The bond issuance was authorized subject to meeting certain maximum yield, price and final maturity thresholds in the financing, as laid out in the resolution. The Series 2021 Bonds will be issued on parity with the Series 2020A and 2020B AFS Revenue Bonds.
- Authorized Designated Officers to execute and deliver instruments and documents on behalf of the Board in connection with closing the financing.

## **Results of Refinancing and Closing Schedule**

On April 27, 2021, the University's Series \$99,035,000 Series 2021 AFS Revenue Bonds were sold by a five-firm syndicate of underwriters led by Piper Sandler. The sale was very successful, with the issue attracting \$1.59B in orders. This 16.0X level of oversubscription allowed rates to be lowered vs. pre-pricing levels between 10 and 18 basis points, depending on the maturity. The new Series 2021 AFS Bonds will fully satisfy the outstanding balance of the 2011 CHF Bonds.

Interestingly, while this issue was two-thirds the size of last year's it attracted many additional investors. Among the orders were \$85M in from socially conscious Environmental, Social and Corporate Governance (ESG) investors who bid orders after viewing NIU's disclosure about its social impact in the region.

The strong levels of interest from investors allowed the university to achieve:

- A rate of 2.70% -- more than 4% below the 6.86% rate on the 2011 CHF Bonds being refinanced. It was also about 0.05% below the rate achieved on the university's fixed rate Series 2020B Bonds.
- Approximately \$76.8M of total savings without extending the maturity. Of this about \$26.5M in savings will be realized between FY22 and FY25.
- A final maturity of October 1, 2043 – the same as that of the refinanced bonds.
- All of this was achieved while still meeting the university's goal of 20% or better participation by minority underwriting firms within the financing team.

It is also useful to look at what the two refinancing's that NIU has completed over the past 15 months have achieved in total. Together, the Series 2020A & B and the Series 2021 AFS issues have:

- Saved the university almost \$129M over the life of the prior issues. This level of savings was achieved without extending the final maturities of the refinanced debt.
- Frontloaded a portion of savings in the early years to enable the transition to multi-year planning and budgeting, including a total of \$53.7M in savings between FY20 and FY25.
- Provide average annual savings after FY25 of about \$4.85M per year.
- Exceeded the 20% BEP goal set for underwriter/placement agent fees in total. BEP partners earned 22.3% of total fees for the Series 2020A&B, and will earn 20% of total fees for the Series 2021 issues at closing.
- Achieved all of this in parallel with modernizing the university's Bond Resolution, acquiring New Hall and Northern View, and modernizing financial covenants to provide financial flexibility in the future.

A table summarizing the financing is provided on the following page.

The Series 2021 bond issue remains on track for a July 7, 2021 closing.

**NORTHERN ILLINOIS UNIVERSITY**  
**Series 2020 and Series 2021 Refinancing's**  
**Final Pricing and Savings Metrics**

NIU Bond Financing Summary - Series 2020 A & B and Series 2021			
METRIC	SERIES 2020A & B (1)	SERIES 2021 (Final Pricing)	TOTAL
Size of Issue(s)	\$30,000,000 (Ser A - Variable) \$126,435,000 (Ser B - Fixed)		
	\$156,000,000	\$99,035,000	\$255,035,000
Interest Rate - True Interest Cost	2.75% (Ser B Only)	2.70%	n/a
Annual Savings - 2020 - 2025			
FY 2020	\$5,001,307	n/a	\$5,001,307
FY 2021	\$6,003,915	n/a	\$6,003,915
FY 2022	\$6,004,182	\$7,668,837	\$13,673,019
FY 2023	\$6,002,973	\$6,529,595	\$12,532,568
FY 2024	\$1,731,188	\$6,529,444	\$8,260,632
FY 2025	\$1,734,371	\$6,523,595	\$8,257,966
Subtotal - Ann. Savings (2020 - 2025)	\$26,477,936	\$27,251,470	\$53,729,406
Average Annual Savings after Frontloaded Saving years	\$1.679 M / year	\$3.170 M / year	\$4.849 M / year
Total Aggregate Savings over the Life of the Refinancings	\$52,130,545	\$76,792,989	\$128,923,534
Present Value of Total Savings (2)	\$43,101,463	\$65,500,965	\$108,602,428
Present Value of Savings as a % of Debt Refianced	24.55%	53.72%	n/a
Maximum Annual Debt Service (as of FY2021)	\$24,645,360 (S. 2020A& B and S. 2011 CHF)	\$19,642,754 (S. 2020A& B and S. 2021)	n/a

(1) The Series 2020A Bonds are variable rate bonds. All metrics that include the Series 2020A Bonds assume a rate of 3.00% for the life of this issue.  
(2) Present valued at each financings True Interest Cost (TIC) rate, to the respective financing's issue date.

## **FISCAL YEAR 2022 UNIVERSITY BUDGET PRELIMINARY SUMMARY**

In planning for the FY20 internal budget, a multi-year strategy took shape with the goal of producing a balanced University budget in FY23 and by FY24, a structurally balanced budget in which ongoing revenues support ongoing expenses. Using a series of levers including the controlled spend-down of cash reserves, incentivizing sound financial strategies, and investing in mission-aligned efforts with an expected positive return-on-investment, senior University leaders sought to create an opportunity for the careful planning, at a divisional level, of multi-year strategies to meet the overarching goal of financial stability.

In support of this effort, the Office of Budget & Financial Planning prepared a new approach to internal budget development for FY21 and beyond that would emphasize target-setting and planning while de-emphasizing the technical processes associated with the internal budget. The revised approach was communicated to University leaders in February 2020, including presentations at the President's Leadership Team meetings and at a regular convening of university budget and financial leaders. With an expected launch on April 1, 2020, the process anticipated a full, three months of formal budget development work—at least twice the time that was provided in prior years. This intentional emphasis on planning over technical matters meant the Board of Trustees could review high-level FY21 budget information at its May meeting of the Finance, Audit, Compliance, Facilities and Operations (FACFO) Committee and, consistent with tradition and past practice, adopt a final spending plan in June.

The March 2020 pronouncement of the COVID-19 pandemic and subsequent emphasis of University leadership on student, faculty, and staff safety preempted those FY21 budget development plans. The change in approach to FY21 provided much needed operational and planning flexibility to navigate the very uncertain pandemic environment. As the university emerges from the operational and economic impact of the COVID-19 pandemic, leadership is proposing a planful return to the multi-year, structurally balanced view of the University budget embedded in those original FY20 plans. This approach utilizes the coming fiscal year, FY22, as a transition back to a formal, structured multi-year planning and budgeting framework.

As such, much of the proposed FY22 budget development process is borrowed from FY21, including June Board of Trustees consideration of an initial fiscal year budget. Like the FY21 budget process, the technical aspects of recording the spending plans of individual campus units will not be complete prior to the July 1 start of the new fiscal year; however, an overall University spending plan will be available for Board consideration at its June 17, 2021 meeting. This plan will include information on major strategic investments and university-wide policy decisions included in the FY22 budget. Should this preliminary internal budget be adopted at that time, the overall revenues and expenditures represented in June Board materials will be honored, however, the distribution of resources across revenue and expense categories may evolve as unit-level budgets are written and recorded throughout July. The university will continue to present quarterly budget updates to the FACFO Committee during the February, November, and May meetings in FY22 noting quarterly budget performance, summarizing variances, and providing year-to-date forecasts.

To support this effort, the campus community estimated and recorded expected FY22 revenues in February 2021, generally assuming a return to normal campus density and operations. State of Illinois appropriations to the University are assumed at the same level as FY21, \$87.8M. In total,

revenues of \$394.7M are expected. In order to provide transitional funding in advance of multi-year planning and budgeting, an all-funds budget deficit of \$10M is expected during FY22, after accounting for both the recently completed bond refinancing and the pending draws against approved pandemic relief funding. Consistent with the intent to move to a multi-year budget framework, financial performance in FY22 relative to budget will inform the FY23 budget process and level of flexibility. To wit, a better-than-budget FY22 financial performance will create additional operating flexibility for the University as it enters a multi-year budget framework. This framework will ensure, even in this transitional fiscal year, that fiscal stewardship remains a shared priority of campus unity that will benefit the long-term priorities of the institution. Seizing on the expected momentum of a mid-July completion of the technical FY22 budget development process, university leadership is committed to a summer launch of a formal transition to multi-year planning and budgeting.



## CLASSROOM TECHNOLOGY UPGRADES

**Summary:** Academic Affairs and the Division of Information Technology (DoIT) requests permission to purchase classroom technology enhancements in order to support lecture-capture, two-way collaboration and streaming capabilities across approximately 45 classrooms, while also modernizing the core Smart Classroom configurations in 30 classrooms, on campus.

**Background:** In response to the COVID-19 pandemic, and in order to create a flexible teaching and learning environment that supports both in-person and remote learning capabilities, technology upgrades to the classroom are needed. These upgrades enable important capabilities in the classroom, such as: lecture-capture, two-way collaboration between faculty/instructor and in-person/remote students, and live-streaming of lectures to remote students. These added classroom technological capabilities will make possible a safe and engaging learning environment that meets the needs of faculty and students, respects physical distancing, and enables new hybrid and staggered-attendance course offerings.

Additionally, students who may become ill or be unable to physically attend class will be able to continue in-person coursework remotely through viewing recorded or live-streamed lectures in conjunction with other technology-enabled teaching and learning methods. These classroom technology upgrades will not only meet the needs of faculty and students during the pandemic but will position the university for much greater flexibility in classroom teaching and learning modes of delivery going forward.

To meet campus needs, NIU will source classroom technology equipment from a number of vendors in order to meet the multiple configuration requirements of the different class delivery modalities. DoIT is overseeing the receiving/configuration/deployment of all equipment, and this funding request includes both equipment costs and estimates regarding facilities work (i.e. power/wall mounts) in support of the deployment. The large majority of funds will be directed towards equipment costs.

**Funding:** Institutional – Local Funds \$700,000

**Recommendation:** The University recommends that the Finance, Audit, Compliance, Facilities and Operations Committee endorse this request and asks that the President forward it by means of the President's Report to the Board of Trustees for approval at its special meeting on May 13, 2021.

## RENEWAL OF BLACKBOARD LEARN SOFTWARE LICENSE

**Summary:** Academic Affairs and the Division of Information Technology (DoIT) requests permission to extend the Blackboard, Inc. Learn Suite (Learn, Community System, Content System, and Collaborate,) and Training and Development Manager (TDM) for a one-year term (8/9/2021 – 8/8/2022).

The Blackboard Learn Platform is a virtual learning environment and course management system that allows distribution and receipt of class material by faculty and students, delivery of tests and surveys, capturing and reporting of grades, participation in synchronous and asynchronous discussions, and many other course-related activities. The Blackboard mobile apps enable access to NIU's Blackboard Learn system through mobile devices.

Blackboard Training and Development Manager (TDM) is a new Software as a Service (SaaS) product that NIU will be piloting this summer which will provide support for individuals who are seeking access to non-credit training and educational programming, as well as to non-matriculated students who are seeking access to for-credit offerings. These learners would be able to create their own accounts; browse the available offerings; register for a course, event, or training program; and pay a fee during registration.

**Background:** Blackboard is used campus wide at NIU and is the primary tool used to deliver course content and manage courses online. This software has become a critical enterprise system to NIU's faculty, staff, and students. Blackboard is used by over 1,500 faculty and teaching staff, and by nearly every NIU student taking traditional on-campus classes, blended, and/or online classes.

NIU is finishing the final year of a three-year contract with Blackboard, expiring August 8, 2021. The Center for Innovative Teaching and Learning (CITL) and DoIT began coordinating a review of learning management systems (LMS) in the fall of 2020. The evaluation is broad in scope with input from faculty, staff, and students. This review includes in-depth feature comparison and demonstrations of the leading learning management systems used in higher education today.

The LMS review process is expected to be completed in time for the selected vendor and pricing to be presented at the June 2021 Board of Trustees meeting. This one-year purchase of Blackboard Learn licensing will allow NIU time to plan for and enact a seamless migration, should a new LMS vendor be selected.

This contract has been published and approved as a sole source on the Illinois Public Higher Education Procurement Bulletin. Approval was sought and granted by the state for this one-year extension in order to provide NIU sufficient time to migrate to a potential new LMS vendor.

**Funding:** Appropriated/Income Funds - \$410,005

**Recommendation:** The University recommends that the Finance, Audit, Compliance, Facilities and Operations Committee endorse this request and ask that the President forward it by means of the President's Report to the Board of Trustees for approval at its meeting on June 17, 2021.

Amount Approved for FY21: \$348,874

## SMART GUIDANCE

**Summary:** Academic Affairs requests approval to purchase an additional module available within the Educational Advisory Board's (EAB) Navigate technology platform called Smart Guidance. Smart Guidance provides curated guidance, planning and onboarding tools directly to students via mobile and web applications, so they can make informed decisions and complete critical tasks at the most pivotal moments in their journey toward degree completion.

**Background:** At the December 5, 2019 Board of Trustees Meeting, the Board approved the University's purchase of a five-year term membership in EAB's Student Success Collaborative (SSC). The SSC membership includes access to a comprehensive student success management technology platform called Navigate, which is widely utilized across campus. The request today is to purchase an additional module available within the Navigate platform, called Smart Guidance.

Smart Guidance provides a mobile-native and web-based application offering self-service tools to students, which enables tailored support at scale to assist students along their journey. The key Smart Guidance features are comprised of two primary features: Milestone Guidance and Academic Planning. The Milestone Guidance features include tools designed to assist students with finding a major that fits their career goals, complete key institutional milestones, and monitor their own progress through graduation. The Academic Planning component includes an interactive, highly intuitive set of features for building optimized academic plans, adding courses to a best-fit schedule, registering for courses in real time, and collaborating with advisors – all within a single platform accessible on student's mobile devices.

The capabilities provided with Smart Guidance may enhance the student experience for both on-campus students as well as students learning remotely. These additional features expand the University's ability to provide the support each individual student needs to succeed. At the same time, these features streamline some often-time-consuming advisory tasks, which may enable advisors to refocus this capacity on efforts that drive student persistence and success.

This proposed purchase includes Smart Guidance for the term July 1, 2021 through December 11, 2024, aligned with the existing SSC/Navigate membership term. The anticipated cost is approximately \$80,000 annually, for a total anticipated cost of approximately \$280,000. Funding will be shared between federal relief grant funds and appropriated funds.

**Funding:** Grant and appropriated funds \$280,000

**Recommendation:** The University recommends that the Finance, Audit, Compliance, Facilities and Operations Committee endorse this request and asks that the President forward it by means of the President's Report to the Board of Trustees for approval at its meeting on June 17, 2021.

## BEVERAGE PROGRAM (FISCAL YEAR 2022-FISCAL YEAR 2027 WITH OPTIONS)

**Summary:** Northern Illinois University wishes to enter into an exclusive Beverage Pouring Rights and Beverage Vending Agreement with Bottling Group, LLC, for fountain dispensing, vending, and retail beverage products for all NIU campuses. Bottling Group, LLC will also outfit all locations with vending machines that carry a variety of products satisfactory to the student, faculty, staff, and other populations they will serve. Bottling Group, LLC offers the University the best overall beverage program, inclusive of a wide range of beverage products that meet the needs of the entire University, at the most advantageous pricing structure.

To ensure the best-discount pricing and the most advantageous package offering from the awarded vendor, the initial proposed Agreement would be for a five-year period of coverage, from FY22 through FY27, with one additional five-year renewal term option through FY32. NIU Board of Trustees (BoT) approval is being sought only for the initial five-year term. In the event the University wishes to renew the Agreement beyond that time frame, additional BoT approval would be sought at that time.

**Background:** The request for proposal (RFP) process for exclusive pouring rights and beverage vending was conducted after previous attempts failed in 2019 and 2020. The current RFP, #JMT1220, has concluded and as a result, NIU would like to propose entering into an Agreement with Bottling Group, LLC. This is the same vendor that previously held the campus pouring rights from June 2010 through June 2020 and has honored the previous Agreement pricing while RFPs were under way. Based on the proposed new Agreement, NIU would agree to set pricing and cost increases over the term of the Agreement, and in return receive guaranteed payments based on volumes sold for commissions, annual sponsorship and marketing payments, and an allotment of free product for university use.

For the initial five-year period, the maximum anticipated spend is \$1,250,000.

Award of the RFP and Agreement are pending final approvals from the Board of Trustees and the Chief Procurement Officer, in accordance with NIU and State of Illinois policies and procedures. The RFP competitive selection award will be posted in the Illinois Public Higher Education Procurement Bulletin.

**Funding:** Institutional – Revenue Bond \$ 1,250,000

**Recommendation:** The University recommends that the Finance, Audit, Compliance, Facilities and Operations Committee endorse this request and asks that the President forward it by means of the President's Report to the Board of Trustees for approval at its meeting on June 17, 2021.

## MUSIC BUILDING – PARTIAL ROOF REPLACEMENT CAPITAL PROJECT APPROVAL

**Summary:** The Music Building roof has been in need of replacement and was already prioritized for state funding under the Capital Renewal program. Unfortunately, the state-funded repair project may not occur until summer 2022 at the earliest, and conditions have deteriorated significantly. Numerous water infiltration problems have been disruptive to the building occupants during this spring's thaw period, and immediate action is necessary.

After multiple attempts at temporary repairs, it has been determined that a more extensive repair is required in advance of the larger state-funded repair project next year. The scope of this NIU-funded project will address areas with the most need (about 20% of the entire roof), leaving the remainder of the roof to be completed later under the state project, as required.

**Background:** The original built-up roof on the Music Building was installed in 1972. While portions of the roof system have been replaced in past years, approximately 75% or 55,000 square feet is original, well beyond its useful life and has only had patching and miscellaneous repair work performed to this point.

The scope of work for this project will include replacement of approximately 17,000 square feet of roofing on the east and south perimeter roofs of the main section of the Music Building. The work will include removal of all existing roofing materials down to the existing roof deck. New insulation will be installed with a new roof membrane system. The work will be completed by outside contractors under the coordination of a NIU project manager prior to the fall semester.

**Funding:** Institutional – Local funds - \$500,000

**Recommendation:** The University recommends that the Finance, Audit, Compliance, Facilities and Operations Committee endorse this request and asks that the President forward it by means of the President's Report to the Board of Trustees for approval at its meeting on June 17, 2021.

## CONVOCATION CENTER – ARENA AND AUXILIARY GYM LIGHTING UPGRADE CAPITAL PROJECT APPROVAL

**Summary:** The Convocation Center arena and auxiliary gym lighting system is original to the 2002 building and has been vulnerable to unexpected outages due to the age of the lighting control technology. These outages can significantly affect the variety of university-wide activities, including commencement, various student fairs, sporting, and entertainment events, as well as community events by causing interruptions and creating a potential safety hazard for attendees. To minimize this vulnerability and provide enhanced energy conservation, this project will replace the existing lighting fixtures and provide a new control system. Leveraging LED technology, this project will reduce energy consumption and provide a savings pay back in under six years.

**Background:** The existing 230 high intensity discharge metal halide (HID) light fixtures within the arena will be replaced with approximately 84 LED fixtures to provide the same illumination levels. Fixtures in the auxiliary gym will be replaced one for one. The new LED technology should be five-times longer lasting than the previous HID type bulbs and provide higher reliability with the new wireless control system. The work will be completed prior to the fall semester by outside contractors and in-house workforces under the coordination of a NIU project manager.

**Funding:** Institutional - Local funds - \$316,000

**Recommendation:** The University recommends that the Finance, Audit, Compliance, Facilities and Operations Committee endorse this request and asks that the President forward it by means of the President's Report to the Board of Trustees for approval at its meeting on June 17, 2021.

## OUTBOUND TICKET SALES VENDOR AGREEMENT

**Summary:** Intercollegiate Athletics is requesting permission to execute a third-party vendor outbound ticket sales service agreement with TayMar Sales U., LLC. A short-term contract with the vendor was entered into from April 1, 2020-June 30, 2021, with the possibility of extending from June 30, 2021, through June 30, 2023, once the department (1) verified a need for continued services in light of COVID-19 impacts on sporting events and (2) assessed the performance of the current vendor.

The full contractual obligation extends from April 1, 2020, through June 30, 2023, for a not to exceed (NTE) amount of \$400,000.

This contract qualifies for a Procurement exemption, including a Business Enterprise Program (BEP) exemption, as payment for the vendor is generated by the services provided under the agreement. The award will be advertised in the *Illinois Procurement Bulletin* for FY21 for outbound ticket sales related to athletic and Convocation Center events.

**Background:** Intercollegiate athletics engages in multiple types of athletic and special event ticket sales. Many are inbound sales where the customer contacts members of the athletic department in the box office and makes requests, or customers are previous ticket buyers and are contacted by athletic department staff for renewals of previous single event or season ticket purchases.

This service agreement deals with the engagement and sales of previously unsolicited or non-recent purchasers for single and group ticket sales to athletic and special ticketed events. The vendor provides professional sales staff to make outbound calls, visits, and contacts to produce sales revenue and increase attendance through targeted engagements and activations. There are currently only three vendors in this industry who manage accounts with multiple National Collegiate Athletic Association (NCAA) Division 1 institutions that sponsor Football Bowl Subdivision programming. TayMar Sales U, Inc., is the vendor that offers a business model most in line with the financial direction that Intercollegiate Athletics and the University operates and overall, best fits the University’s needs.

This agreement has weekly and quarterly reporting deliverables to share revenues produced and contacts made. The vendors will work collaboratively with our ticket sales and marketing teams to reach the regional market. Partnering with a vendor for outbound ticket sales allows Athletics’ internal full-time staff to focus on high levels of customer service, promote renewal customers and annual supporters of University engagement, and maximize box office operational efficiencies.

**Funding:** Institutional – Local Funds

TayMar Sales U., LLC..... NTE \$400,000

**Recommendation:** The University recommends that the Finance, Audit, Compliance, Facilities and Operations Committee endorse this request and asks that the President forward it by means of the President’s Report to the Board of Trustees for approval at its meeting on June 17, 2021.

## AIR CHARTER SERVICES FOR NIU FOOTBALL TEAM

**Summary:** Intercollegiate Athletics wishes to enter into an exclusive agreement with a nationally known air charter service provider for booking and managing all necessary air travel carriers and services for the 2021-2023 NIU football seasons.

To ensure the continuous high level of customer service and the University's ability to secure the most advantageous pricing through the awarded vendor, the proposed Agreement would be for a three-year period of coverage, from July 1, 2021 through June 30, 2024. Costs are not expected to exceed \$1.3M over the three years, based on historical use.

**Background:** Northern Illinois University would be granting an Air Charter broker company the rights to purchase and manage air travel services for the 2021, 2022, and 2023 NIU Football Teams. For 2021, the team will fly out of Rockford, IL, for games at: Georgia Tech University, Atlanta, Georgia, September 4; Kent State, Kent, Ohio, November 3; University of Buffalo, Buffalo, NY, November 17. The 2022 and 2023 football seasons will be released in the spring of those years and necessary flights secured through this agreement. Request for Proposal PSCMCHB03022021 was issued and advertised in the *Illinois Procurement Bulletin*.

**Funding:** Institutional – Local Funds

Air Planning ..... \$ 1,300,000

**Recommendation:** The University recommends that the Finance, Audit, Compliance, Facilities and Operations Committee endorse this request and asks that the President forward it by means of the President's Report to the Board of Trustees for approval at its meeting on June 17, 2021.



## SECONDARY STUDENT HEALTH INSURANCE CONTRACT RENEWAL

**Summary:** Intercollegiate Athletics requires annual secondary health insurance to meet the insurance coverage needs for student athlete accident claims for athletically related illnesses and injuries. The secondary insurance is required in addition to coverage that the student athletes may have through their own primary insurance. The secondary insurance product being purchased has been designed uniquely and specifically for the National Collegiate Athletic Association (NCAA) members with the Master Policy form negotiated on behalf of the schools in accordance with NCAA regulations. Effective date of policy will be August 1, 2021.

**Background:** This FY22 approval amount is for the NCAA Group Basic Accident Medical Program Insurance Plan, administrative fees (approximately 18%), and aggregate deductible claims coverage for a two-year benefit period per student athlete accident, available through Relation Insurance Services (formerly Ascension Benefits & Insurance Solutions)/Mutual of Omaha Insurance Company as agent and third-party claims administration. This renewal is year eight of nine, one-year renewal options to be determined annually based on a Request for Proposal opened on July 16, 2013. The renewal award will be advertised in the *Illinois Procurement Bulletin*.

**Funding:** Local funds

Relation Insurance Services/Mutual of Omaha – Salt Lake City, UT..... \$535,000  
(Formerly Ascension Benefits & Insurance Solutions)

**Recommendation:** The University recommends that the Finance, Audit, Compliance, Facilities and Operations Committee endorse this request and asks that the President forward it by means of the President's Report to the Board of Trustees for approval at its meeting on June 17, 2021.

Amount Approved for FY21: \$325,000

## NIU FOUNDATION PROFESSIONAL SERVICES CONTRACT

**Summary:** The Northern Illinois University Foundation, an independent organization, operates to support the mission of Northern Illinois University through fundraising, asset management, and related support activities. Among such activities, the Foundation coordinates and manages cultivation, solicitation, acknowledgment, and receipting of all gifts; administers, invests, and disburses funds; maintains all constituent records; manages and coordinates communications with constituents; and performs alumni relations activities. The FY22 contract amount assessed is \$743,600, which covers salaries and other expenses for designated employees as well as a portion of programmatic services in accordance with contract obligations.

**Background:** The University and the Foundation annually enter into a contract which serves to outline the fundraising services and activities to be provided by the Foundation on behalf of the University each year. This contractual agreement is in accordance with the Legislative Audit Commission Guidelines. The amount represents no change over FY21.

**Funding:** Appropriated/Income Funds

Northern Illinois University Foundation – DeKalb, IL.....\$743,600

**Recommendation:** The University recommends that the Finance, Audit, Compliance, Facilities and Operations Committee endorse this request and asks that the President forward it by means of the President’s Report to the Board of Trustees for approval at its meeting on June 17, 2021.

Amount Approved for FY20: \$743,600

Amount Approved for FY21: \$743,600

**TALENT ACQUISITION/ADVERTISING CONSULTING FIRM  
AFFIRMATIVE ACTION/EQUAL OPPORTUNITY**

**Summary:** Northern Illinois University (NIU) is requesting approval to enter into a 4-year (FY22-FY25) contract with a recruitment and professional advertising consulting firm in support of Academic Diversity and Equity and Inclusion (ADEI) a process for advertising and job postings. As an Affirmative Action/Equal Opportunity Employer, the University is committed to recruiting and retaining a qualified, diverse workforce. Affirmative Action is completing a request for proposal (RFP) to secure the contract with a vendor that possesses experience working with a large state University in the Chicago area. The awarded vendor will support NIU’s strategic advertising of faculty and staff employment vacancies. Typical positions advertised under this contract may include administrative and executive level titles, Faculty, Supportive Professional Staff, and Civil Service positions.

**Background:** In the past, the University has contracted with a third-party vendor to strictly advertise NIU’s vacant job openings in diverse publications throughout the world. This has resulted in some success in diversifying faculty and staff at NIU. However, it is anticipated the new vendor will enhance existing marketing, branding and social media outreach for all NIU employment vacancies.

**Funding:** Agency Funds

*Vendor to be determined*.....\$400,000.00

**Recommendation:** The University recommends that the Finance, Audit, Compliance, Facilities and Operations Committee endorse this request and asks that the President forward it by means of the President’s Report to the Board of Trustees for approval at its meeting on June 17, 2021.

### CAMPUS PRINTER/COPIER PROGRAM CONTRACT RENEWAL

**Summary:** The Division of Information Technology (DoIT) is requesting permission to issue an order for renewal of the campus copier/printer program consisting of approximately 400 Canon multi-function devices (MFD) of various configurations and three Canon high-speed production devices. Last year’s quantity of campus-wide printed pages was approximately 9,500,000.

This program is provided under a rental agreement based on a flat rate per copy charge, which includes all equipment, toner, and maintenance. Devices are operated with a campus printer card controller system. Peripheral devices, such as fax boards and networking cards, are included in the contract. This is the final year of nine, one-year renewal options based on a bid opened December 2, 2011 under RFP#-WLC127824. The renewal award will be advertised in the Illinois Procurement Bulletin.

**Background:** Considering the reduction in print volume due to the COVID-19 pandemic, the total anticipated spend with the Gordon Flesch Co. in FY21 is \$650,000 and is comprised of the following two components:

1. Campus Fleet Printing: FY21 spending for Campus Fleet Printing is approximately 80% of the total spend. The negotiated rates with Gordon Flesch Co. are between 9% and 37% lower for monochrome printing, and 50% lower for color printing. This puts NIU on track for a cumulative savings in print of \$4M since May of 2016, despite seeing some increase year-over-year in print volume.
2. Campus Production Printing: FY21 spending for Campus Production Printing is approximately 20% of the total spend. Spending for FY22 is unpredictable due to uncertainty around when staff will return to Campus, thus driving high-volume prints through DoIT’s Integrated Media Technologies production operation.

**Funding:** Institutional/Local Funds

Gordon Flesch Co. – Geneva, IL..... \$650,000

**Recommendation:** The University recommends that the Finance, Audit, Compliance, Facilities and Operations Committee endorse this request and asks that the President forward it by means of the President’s Report to the Board of Trustees for approval at its meeting on June 17, 2021.

Amount Approved:

FY21: \$700,000  
FY20: \$700,000  
FY19: \$880,000

## CISCO HARDWARE MAINTENANCE CONTRACT

**Summary:** The Division of Information Technology (DoIT) requests permission to purchase Cisco network and security maintenance for hardware, software, and 24 hour/7 days a week technical support for the university's campus-wide, Cisco-based enterprise network for FY22.

**Background:** To provide a robust, dependable, and stable network, the University's enterprise network infrastructure requires Cisco vendor maintenance support. This maintenance agreement, procured annually, via a one-year term, through an Illinois Public Higher Education Cooperative (IPHEC) approved vendor, supports the entire campus-based network equipment infrastructure to assist DoIT in troubleshooting, break-fix repairs, and replacement of hardware in case of failure.

**Funding:** Institutional – Local Funds \$387,000

CDW Government, LLC, Vernon Hills, IL.....\$ 387,000

**Recommendation:** The University recommends that the Finance, Audit, Compliance, Facilities and Operations Committee endorse this request and asks that the President forward it by means of the President's Report to the Board of Trustees for approval at its meeting on June 17, 2021.

Amount Approved for FY21: \$350,000

Amount Approved for FY20: \$400,000

## RENEWAL OF ONBASE SOFTWARE MAINTENANCE

**Summary:** The Division of Information Technology (DoIT) requests permission to renew a contract for Hyland (OnBase) Software Licensing, Support, and Maintenance Services for one year with two additional one-year renewal options. The maintenance services will provide for continued use and future growth of the OnBase workflow and imaging technology at NIU, supporting key administrative process enhancements as the campus continues to move towards electronic workflow modernization. The approval amount listed below covers the period August 1, 2021 - July 31, 2024. The intent is to award this contract as a sole source and will be advertised on the *Illinois Procurement Bulletin*.

**Background:** The OnBase application increases efficiency and reduces costs by helping to eliminate cumbersome and slow paper-based processing, replacing it with electronic documents and workflow that significantly reduces processing times and allows for a better allocation of resources. OnBase serves NIU by providing for enterprise content management, case management and business process management, document capture and enterprise application integration. It is available for use by all NIU students, faculty, and staff, and DoIT has built over 300 solutions that are used by 35 departments. NIU currently supports 200 user licenses to accommodate back office operations, and 100 concurrent user licenses that are used for more general tasks such as retrieving documents and submitting forms.

DoIT is focused on expanding the use of OnBase for document and workflow processing at NIU. OnBase maintenance and support services from Hyland Software allow the University to continue providing support, enhance our current implementation and allow for expansion of the enterprise document imaging and scanning services offered to the entire University. If able to offer additional concurrent licenses, OnBase capabilities could serve all campus.

**Funding:** Appropriated/Income Funds

Hyland Software – Westlake, OH.....\$ 460,000

**Recommendation:** The University recommends that the Finance, Audit, Compliance, Facilities and Operations Committee endorse this request and ask that the President forward it by means of the President’s Report to the Board of Trustees for approval at its meeting on June 17, 2021.

**ADOBE ENTERPRISE TERM LICENSE AGREEMENT (ETLA)**

**Summary:** The Division of Information Technology requests permission to enter into a three-year agreement with CDW-G for Adobe software suite during the license period August 21, 2021 – August 20, 2024. The suite of products included in the ETLA include Adobe Sign, which will be used in a trial to evaluate electronic signature methodologies at NIU, as part of ongoing electronic workflow modernization.

**Background:** The licensing under this agreement allows NIU to use Adobe’s Document Cloud, Creative Cloud and Adobe Sign application services. The Adobe Acrobat Document Cloud service is licensed for the use by faculty and staff and allows for PDF document creation, edit, fill and sign functionality. Adobe’s Creative Cloud is licensed for students and faculty in coursework that requires functionality like Photoshop, Illustrator, InDesign, and more.

**Funding:** Appropriated

CDW-G..... \$510,000

**Recommendation:** The University recommends that the Finance, Audit, Compliance, Facilities and Operations Committee endorse this request and ask that the President forward it by means of the President’s Report to the Board of Trustees for approval at its meeting on June 17, 2021.

Amount Approved for FY21: \$161,000

**QUARTERLY SUMMARY REPORT OF TRANSACTIONS IN EXCESS OF  
 \$100,000 FOR THE PERIOD JANUARY 1, 2021 TO MARCH 31, 2021**

<b>Purchase Amount</b>	<b>No. of Transactions</b>	<b>Appropriated*</b>	<b>Non-Appropriated</b>	<b>Total</b>
Over \$100,000	11	\$787,375	\$1,097,329	\$1,884,704

TRANSACTIONS DETAIL:

Purchases:

1. Housing and Residential Services requested permission to renew their membership to the Collegiate Housing Foundation – DeKalb IL, LLC Project for FY21. This order was exempt from advertising per (30 ILCS 500/1-13(b)(1)) (Collegiate Housing Foundation, Fairhope, AL) 128,074
2. Human Resources requested permission to issue an open order for background checks for the period March 1, 2021 through June 30, 2023. This is an IPHEC and was therefore exempt from advertising. (Hire Right, Irvine, CA) 120,000
3. Athletics requested permission to issue a purchase order for basketball officials for men’s and women’s home games for the period through June 30, 2021. This order was exempt from advertising per (30 ILCS 500/1-13(b)(4)) (Mid-American Conference, Cleveland, OH) 117,480
4. The Division of Information Technology requested permission to issue an FY21 open order for Illinois Century Network for 10 Gig NIU Internet connectivity during the period through June 30, 2021. This is a government entity and was therefore exempt from advertising. (Dept. of Innovation & Technology, Sterling, IL) 180,300



**Capital Improvement Projects:**

1. Structural inspections to fire escapes on eight buildings (Altgeld Hall, Davis Hall, Engineering Building, Still Gym, Still Hall, Williston Hall, Grant Residence Hall Complex and Stevenson Residence Hall Complex) have indicated a need for repairs and corrosion prevention to ensure the egress features are properly functional in an emergency. In general, the scope of work included corrosion and flaking paint removal, repainting, foundation repairs to base columns at Grant and Stevenson Towers and other miscellaneous items. Total cost of this project is \$129,050; with 55% (\$71,000) being paid from appropriated funds. 129,050\*\*
2. The scope of work for this project addresses general heating ventilation and air conditioning (HVAC) system updates and repairs in various buildings around campus. The work is being performed to ensure the building HVAC systems are functioning correctly, types of work involved include cleaning of outside air intakes/grills, repairing dampers and linkages, replacing shives, steam cleaning of coils and some repairs to ductwork. In addition, system adjustments where possible to increase outside air percentages are being made. A portion of this work is already in process or complete, this project consolidates all associated work together for COVID-19 costs tracking purposes. 238,150\*
3. The scope of work in this project includes replacing an isolation valve at Gabel Hall, rerouting a steam line at West Plant to maintain steam to New Hall during the planned boiler expansion project, relocation of a steam condensate meter at the Recreation Center, exercising valves, packing expansion joints, maintaining pumps and repairing insulation, as well as running a portable boiler while the work was being performed for one week in order to avoid a disruption of steam supply to Student Housing facilities. Total cost of this project is \$173,300; with 50% (\$86,650)\*\* being funded by appropriated funds. 173,300\*\*
4. The scope of work included in this project includes replacing an expansion joint, exercising valves, packing expansion joints, maintaining pumps, replacing all gaskets and replacing insulation in the Holmes Student Center main mechanical room steam piping, as well as running a portable boiler while the work is being performed for one week in order to avoid a disruption to steam supply for the Holmes Student Center. Total cost of this project is \$153,550; with 50% (\$76,775) being funded by appropriated funds. 153,550\*\*
5. This project will replace the elevator controls for the two passenger elevators located at the north east corner of the Parking Garage. These elevators are the sole means of ADA accessibility to the upper-level decks of the Parking Garage. The scope of work will include upgrading the elevator controls to a non-proprietary system, installation of new/upgraded door and cab operators, car and hallway fixtures, cab wiring, machine room wiring as well as replacement of the associated oil pump equipment. 230,000

6. The Monat Building dating back to circa 1927 in downtown DeKalb has a roof that has not had any major repair work done within the last 20 years. The building has experienced water infiltration in many areas over the past several years mostly concentrated under the flat roof areas. The scope of necessary repairs for this project will include a recoat of the existing flat roof which will include a 12-year warranty, as well as other miscellaneous repairs and the addition of some necessary roof access safety modifications. It is anticipated that this work will be completed over the summer of 2021 beginning in July. 246,800\*
7. The scope of work for this project involves work at both the Chick Evans Fieldhouse and the Telephone Security building which have been experiencing numerous recent active roof leaks. Several temporary repairs have been made at both locations over the past several years, however the leaks are now such that more significant repairs are necessary to stop and prevent further water damage to the interior of these buildings. The scope of work at Telephone Security will be a complete roof membrane and insulation replacement including the addition of safety tie-offs. Records show that the existing membrane was installed in 1970 and therefore is well beyond its useful life. The scope of work at Chick Evans Fieldhouse will be repairing and modifying the base of the barrel vault roof along the west side where it transitions to the flat roof to allow water to drain more quickly away and prolong the life of the existing roof. Total cost of this project is \$168,000; with 40% (\$68,000) being funded by appropriated funds. 168,000\*\*

\* Appropriated/Income Funds

\*\* Multiple Funding, including Appropriated Funds

## SEMI-ANNUAL PROGRESS REPORT OF ACTIVE CAPITAL PROJECTS WITH A BUDGET OVER \$100,000

All projects listed herein were previously approved/pending approval by the Board of Trustees or the President. The Authorization Date is identified for all NIU-funded projects; the fiscal year is identified for all state-funded projects. Status reports are provided on any project, regardless of initiation date, until all work has been completed and all payments have been made.

### A. CAPITAL DEVELOPMENT BOARD PROJECTS

#### I. Projects in the Planning Phase

##### 1. New Construction - Health Informatics and Technology Center Building

**Total Project Budget:** \$77,000,000

**Funding Sources:** FY20 Capital State Appropriation

**Authorization Date:** January 2020 (for \$7.7M)

**Status:** In late 2020 discussions with CDB restarted and funding confirmed for beginning the selection process for a planning/design consultant. The solicitation was posted by CDB in March 2021 and selection anticipated by summer 2021. Concurrent to this process, an internal planning committee is developing recommendations for key building features to enhance academic operations.

##### 2. New Construction - Northern Illinois Center for Community Sustainability

**Total Project Budget:** \$20,000,000

**Funding Sources:** Grant Funding & NIU Local Funds

**Authorization Date:** December 2018

**Status:** Funds have not yet been released. Following release, NIU will be working with CDB to define the scope of work, develop a tentative schedule, and solicit proposals for design firms to work on this project.

##### 3. Swen Parson Hall – Roof Replacement and Masonry Repairs

**Total Project Budget:** \$5,138,200

**Founding Sources:** FY21 Capital Renewal State Appropriation

**Authorization Date:** April 2021

**Status:** The University was notified by CDB in early 2021 that release of funds from the Comptroller's office were anticipated soon. NIU has since worked with CDB to prepare the advertisement for solicitation of proposals for design services from consultant firms to work on the project. In early April NIU was notified that funds have been released and CDB is preparing the design consultant procurement schedule.

##### 4. Art Building - Structural Repairs and Exterior Building Improvements

**Total Project Budget:** \$3,753,600

**Founding Sources:** FY21 Capital Renewal State Appropriation

**Authorization Date:** April 2021

**Status:** The University was notified by CDB in early 2021 that release of funds from the Comptroller's office are anticipated soon. NIU has since worked with CDB to prepare the advertisement for solicitation of proposals for design services from consultant firms to work on the project. In early April NIU was notified that funds have been released and CDB is preparing the design consultant procurement schedule.

**5. Anderson Hall - Structural Repairs**

**Total Project Budget:** \$4,657,000

**Funding Sources:** Capital Renewal State Appropriation

**Authorization Date:** Pending

**Status:** This project is the next prioritized deferred maintenance project in line for the University's allocated capital renewal state funding from the annual IBHE submission.

**II. Projects in the Design Phase**

**1. DeKalb Campus – Repair Steam Tunnel Distribution**

**Total Project Budget:** \$5,024,000

**Funding Sources:** FY19 Capital Renewal State Appropriation

**Authorization Date:** September 2018

**Status:** The consultant engineering firm is approximately 75% complete and construction award is anticipated for the fall. Project completion by summer of 2022 is anticipated.

**2. DeKalb Campus – West Heating Plant and Boiler Replacement Phase I**

**Total Project Budget:** \$16,000,000

**Funding Sources:** Institutional – Auxiliary Reserves & FY19 Capital Renewal State Appropriation

**Authorization Date:** August 2017

**Status:** Initial CDB design-build selection process failed due to affordability of proposals. After modifying the RFP, CDB is reissuing the solicitation in April 2021. It is anticipated that the design/build contract will be awarded by the end of 2021 with construction activities to following in 2022 and 2023.

**III. Projects in the Construction Phase**

**1. Stevens Building – Addition & Renovation**

**Total Project Budget:** \$37,300,135

**Funding Source:** FY10 – CDB Amended FY17 & FY17 – NIU Appropriated Funds

**Status:** Construction work was completed and building reoccupied in May 2018. Building HVAC refinements were completed in 2020. The remaining open item is a State of Illinois commissioned artwork to be arranged by CDB.

**B. NORTHERN ILLINOIS UNIVERSITY PROJECTS**

**I. Projects in the Planning Phase**

**1. Music Building – Partial Roof Replacement**

**Total Project Budget:** \$500,000

**Funding Sources:** Appropriated/Income Funds

**Authorization Date:** Pending Board of Trustee approval

**Status:** Project scope is being finalized and submitted for Board of Trustees

approval at this meeting, work is tentatively planned for summer of 2021.

- 2. Convocation Center – Arena and Auxiliary Gym LED Lighting Upgrades**
  - Total Project Budget:** \$290,000
  - Funding Sources:** Institutional Auxiliary Reserves
  - Authorization Date:** Pending Board of Trustee approval
  - Status:** Project scope is being finalized and submitted for Board of Trustees approved at this meeting, work is tentatively planned for summer of 2021.
- 3. Art Building – South Entrance – Exterior Stair Repairs**
  - Total Project Budget:** \$100,000
  - Funding Sources:** Appropriated Income Funds
  - Authorization Date:** Pending approvals
  - Status:** Project scope is being finalized to address severe freeze/thaw damage from past winter season. Work is tentatively planned for summer of 2021.
- 4. DeKalb Campus – FY21 Parking Lot Repairs**
  - Total Project Budget:** \$245,000
  - Funding Sources:** Institutional Local Funds
  - Authorization Date:** Pending approvals
  - Status:** Campus parking lots and their associated condition are continually evaluated for prioritization for repairs. Lots having high visibility and student use are targeted in this effort. Work is tentatively planned for completion in summer 2021.

## II. Projects in the Design Phase

- 1. Monat Building Roof Repairs**
  - Total Project Budget:** \$246,800
  - Funding Source:** Appropriated/Income Funds
  - Authorization Date:** March 2021
  - Status:** Construction documents have been completed and solicitation of contractor pricing is in process. Work is anticipated to be completed over the summer months in early FY22.
- 2. Recreation Center – Changing Room Remodel**
  - Total Project Budget:** \$1,100,000
  - Funding Source:** Institutional - Auxiliary Reserves
  - Authorization Date:** September 2019
  - Status:** Design development was completed March of 2020. Request for approval to proceed with construction was put on hold at the beginning of the pandemic and remains on hold.
- 3. Stevenson and Grant Residence Halls - Building Envelope Repairs**
  - Total Project Budget:** \$525,000
  - Funding Source:** Institutional - Auxiliary Reserves
  - Authorization Date:** December 2016
  - Status:** Progress was previously limited due to past year budget uncertainties and the current pandemic. Completion of a scoping assessment is planned to begin in early FY22 with construction work to be planned as budget constraints allow.
- 4. Holmes Student Center Hotel Tower - Building Envelope Repairs**
  - Total Project Budget:** \$250,000
  - Funding Source:** Institutional - Auxiliary Reserves

**Authorization Date:** December 2016

**Status:** Progress was previously limited due to past year budget uncertainties and the current pandemic. Completion of a scoping assessment is planned to begin in FY22 with construction work to be planned as budget constraints allow.

### III. Projects in the Construction Phase

#### 1. DeKalb Campus – FY2021 Roof Repairs

**Total Project Budget:** \$168,000

**Funding Source:** Institutional Auxiliary Reserve Funds & Appropriated Income Funds

**Authorization Date:** March 2021

**Status:** Scope of work has been finalized to include repairs to Chick Evans Fieldhouse and Telephone/Security roof which have both had significant active roof leaks over the winter. Contractor pricing is in process and work is planned to be completed before the end of the fiscal year.

#### 2. Parking Garage – Passenger Elevator – Controls Upgrade

**Total Project Budget:** \$230,000

**Funding Source:** Bond Series 2010 Project

**Authorization Date:** March 2020

**Status:** Procurement efforts are in process and work is planned to be completed spring/summer 2021.

#### 3. West Campus – 2021 Steam Outage Repairs

**Total Project Budget:** \$173,300

**Funding Source:** Institutional Auxiliary Reserve Funds & Appropriated Income Funds

**Authorization Date:** March 2021

**Status:** Contractor pricing is being finalized and work will be scheduled around the scheduled steam shutdown in May.

#### 4. East Campus 2021 Steam Outage Repairs

**Total Project Budget:** \$153,550

**Funding Source:** Institutional Auxiliary Reserve Funds & Appropriated Income Funds

**Authorization Date:** March 2021

**Status:** Contractor pricing is being finalized and work will be scheduled around the scheduled steam shutdown in May.

#### 5. DeKalb Campus - Central Campus Roadway Improvements

**Total Project Budget:** \$357,600

**Funding Source:** Institutional Local Funds & Federal Grant Funds

**Authorization Date:** January 2021

**Status:** A consultant engineering firm is preparing design and construction documents required for IDOT letting (contractor bidding) in June. Construction work is anticipated to be completed over the summer prior to the beginning of the fall semester.

#### 6. DeKalb Campus – Fire Escape Repairs

**Total Project Budget:** \$129,050

**Funding Source:** Institutional Auxiliary Reserve Funds & Appropriated Income Funds

**Authorization Date:** January 2021

**Status:** Contractor pricing is being finalized and in-house labor scheduling being confirmed. Work is anticipated to be completed spring/summer of 2021.

**7. General Revenue Buildings – COVID-19 HVAC Updates and Repairs**

**Total Project Budget:** \$238,150

**Funding Source:** Appropriated Income Funds

**Authorization Date:** January 2021

**Status:** Work is in progress and is approximately 70% complete.

**8. Wirtz Hall – Roof Drain and Insulation Replacement**

**Total Project Budget:** \$194,350

**Funding Source:** Appropriated Income Funds

**Authorization Date:** November 2020

**Status:** Work was started late last fall, but was halted due to cold weather, with approximately 10% completed. Work is restarting in April and anticipated to be completed by end of May 2021.

**9. West Plant – 2020/2021 Winter Repairs – Chillers**

**Total Project Budget:** \$184,350

**Funding Source:** Institutional Auxiliary Reserve Funds & Appropriated Income Funds

**Authorization Date:** November 2020

**Status:** Work is in progress and is approximately 95% complete.

**10. West Plant – 2020/2021 Winter Repairs – Boilers**

**Total Project Budget:** \$165,050

**Funding Source:** Institutional Auxiliary Reserve Funds & Appropriated Income Funds

**Authorization Date:** November 2020

**Status:** Work is in progress and is approximately 95% complete.

**11. Chilled Water Plant – 2020/2021 Winter Repairs**

**Total Project Budget:** \$132,050

**Funding Source:** Institutional Auxiliary Reserve Funds & Appropriated Income Funds

**Authorization Date:** November 2020

**Status:** Work is in progress and is approximately 90% complete.

**12. Stevenson Complex – Domestic Hot Water Booster Pumps**

**Total Project Budget:** \$118,900

**Funding Source:** Institutional Auxiliary Reserve Funds

**Authorization Date:** September 2020

**Status:** New domestic hot water pumps were installed in December of 2020. Final payments are in process and punch list items are being completed. This will be the last report for this project.

**13. East Plant-Summer Repairs 2020**

**Total Project Budget:** \$201,700

**Funding Source:** Institutional Auxiliary Reserve Funds & Appropriated Income Funds

**Authorization Date:** June 2020

**Status:** Work on this project is completed and final payments are in process. This will be the last report on this project.

**14. Neptune Complex – Security Camera Upgrade**

**Total Project Budget:** \$120,000

**Funding Source:** Bond Series 2010 Project

**Authorization Date:** May 2020

**Status:** Work on this DoIT led project is complete and final payments have been made. The project has been closed and this will be the last report for this project.

**15. East Campus-2020 Steam Outage Repairs**

**Total Project Budget:** \$132,050

**Funding Source:** Institutional Auxiliary Reserve Funds & Appropriated Income Funds

**Authorization Date:** May 2020

**Status:** Work on this project was completed by end of 2020, all payments have been made and the project is closed. This is the final report on this project.

**16. West Campus-2020 Steam Outage Repairs**

**Total Project Budget:** \$176,750

**Funding Source:** Institutional Auxiliary Reserve Funds & Appropriated Income Funds

**Authorization Date:** May 2020

**Status:** Work on this project was completed by end of 2020, all payments have been made and the project is closed. This is the final report on this project.

**17. Holmes Student Center Tower Elevator - Controls Upgrade**

**Total Project Budget:** \$1,500,000

**Funding Source:** Institutional Auxiliary Reserve Funds

**Authorization Date:** December 2019

**Status:** Equipment orders were put on hold due to the pandemic budget uncertainties. Work is being considered for execution in FY22.

**18. Stevenson Towers A, B, C & D – Roof Replacement**

**Total Project Budget:** \$1,400,000

**Funding Source:** Institutional Auxiliary Reserve Funds

**Authorization Date:** March 2020

**Status:** Previously placed on hold due to pandemic budget uncertainties, construction work is now scheduled for summer of 2021 for two towers and tentatively summer of 2022 for the remaining two towers.