



PENSACOLA STATE COLLEGE

Driving Northwest Florida's Future

Triumph Gulf Coast, Inc.
Application for Funds
February 2021

TRIUMPH Final Application

APPLICANT INFORMATION

Name of Entity/Organization: Pensacola State College

Background of Applicant Individual/Entity/Organization:

Located in the Northwest Florida Panhandle, Pensacola State College (hereafter PSC or the College), home of the “Pirates” – a comprehensive public institution governed by a governor-appointed local District Board of Trustees – was established by the Florida Legislature in 1947 as Florida’s first public junior college. More than 16,000 students enrolled in credit and noncredit courses offered during the 2019-2020 academic year; of those students, about 12,500 enrolled in college credit courses. PSC, primarily an associate degree and certificate granting institution, also has a limited number of baccalaureate programs which account for about 6% of the FTE.

PSC’s mission is to provide quality, affordable, and accessible educational opportunities through a variety of delivery methods. The College, a member of the 28-institution Florida College System, offers baccalaureate and associate degrees, workforce certificates, adult education, business and industry training, non-credit continuing education, community outreach, and cultural enrichment opportunities for students and the community.

The College is committed to continuous improvement in creating opportunity for success in an atmosphere of concern, respect, integrity, and responsibility for students, clients, and employees. Institutional Priorities particularly relevant to this project include (approved by the District Board of Trustees of Pensacola State College, June 2020):

Institutional Priority #1: Enhancing and developing partnerships to better serve students and the community.

Institutional Priority #3: Enhancing the quality of instructional programs and services by increasing access to instructional programs and services through implementing new technologies and maintaining a physical presence in strategic locations throughout the College’s services area.

Institutional Priority #5: Acquiring financial resources to maintain and upgrade existing facilities and construct new facilities to better serve students and the community.

The PSC Board of Trustees approved Goals and Objectives which will be supported by this project include:

Goal #3: Maintain and update College facilities.
3.1.1. New construction/major renovations.

Goal #4: External funding.

4.2.1. Increase grant writing and contracts to benefit college initiatives, professional development, support for students, and College programs.

Goal #6: Instructional excellence.

6.1.5. Ensure diversity of instructional delivery methods, such as face-to-face, hybrid, and e-learning, and a physical presence with strategic locations of the College campuses and centers.

6.1.7. Create instructional programs based upon identified workforce needs and environmental scan of community.

The College's service area is the federally designated Pensacola Metropolitan Statistical Area (MSA) – Escambia and Santa Rosa counties, mirroring Workforce Region 1 – with a total population of 476,702. Pensacola, “*where thousands live the way millions wish they could,*” according to the late Mayor Vincent Whibbs, is a popular tourist destination, yet it includes employment in many service-related jobs and a significant population which is economically depressed. Compared to national (\$61,937) and Florida (\$55,462) median household incomes, PSC's service district, particularly Escambia County (\$49,286) reflects an area that lags financially. Escambia County also has a higher percent of persons in poverty (13.9%), compared to the nation (13.1%) and state (13.6%). Escambia County, in particular, has lower percentages of individuals receiving a bachelor's degree or higher (27.1% v. the state rate of 30.4% and national rate of 32.6%). Compared to Florida, where 8.5% of the civilian 18 years and over are military veterans, and the nation (7.1%), PSC's service area has significantly higher percentages of veterans – Santa Rosa County (18.8%) and Escambia County (12.9%). (all statistics: U.S. Census Bureau; data.census.gov)

PSC's diverse student population, reflective of the ethnicity of the service area, includes traditional students entering college directly from high school and nontraditional students, such as military veterans, displaced homemakers, and those seeking workforce training. Mirroring national trends, of the students who disclose gender, PSC enrolls more females (64%) than males (36%). About 10% of the student body in any given semester is on active duty or a military veteran. The College does not discriminate against any person on the basis of race, ethnicity, national origin, color, gender/sex, age, religion, marital status, pregnancy, disability, sexual orientation, gender identity, or genetic information in its educational programs, activities, or employment.

The College routinely engages in complex, inclusive activities resulting in strategic and operational plans, program reviews, and budgets used to chart PSC's future course. These planning and assessment processes are aimed at a single goal: to ensure the highest quality of educational experience for students. PSC involves all stakeholders in its ongoing self-analysis: internal – faculty, staff, and students; and external – advisory committees, employers, workforce and economic development, social, and government agencies. The College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). The most recent 10-year reaffirmation of accreditation was in 2018.

PSC is proud of the highly qualified faculty teaching on all three campuses and three centers. Although the PSC student body comes primarily from the local community, the faculty hold educational credentials from more than 100 colleges and universities across the nation, broadening the scope of instructional methods and curriculum. PSC employs approximately 600 faculty members – 190 full-time and 410 part-time – all of whom meet the minimum requirements for qualifications under the guidelines set forth by PSC’s accrediting agency, SACSCOC, regardless of status (full-time or part-time), location, or mode of instructional delivery. PSC maintains a faculty-student ratio of 23:1 (1/2021; nces.ed.gov/ipeds).

Federal Employer Identification Number: 59-1207555

Contact Information:

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Identify any co-applicants, partners, or other entities or organizations that will have a role in the proposed project or program and such partners’ proposed roles.

Pensacola State College has collaborated with the Santa Rosa County Development Office, CareerSource Escarosa, and FloridaWest Economic Development Alliance, Inc. are the primary partners for the development and implementation of this project.

The Santa Rosa County Development Office provided access to the property on which this project will be located, will be responsible for the costs of clearing of the property prior to construction, and as owner of that property was a co-applicant on the College’s application to the U.S. Department of Commerce Economic Development Administration which resulted in a grant of \$1.6 million for construction of the building and driving area for training.

CareerSource Escarosa first approached the College about adding a Commercial Vehicle Driving program and has committed to assistance with identifying potential students and providing training funding for tuition assistance when it is available, and participants are eligible.

The College has reached out to a number of regional employers to ascertain the labor market needs for this program. In addition, an active collaboration is developing with the workforce development and transportation offices of Escambia County School District, in an effort to meet their critical need for student bus drivers.

FloridaWest provides support to the project by sharing marketing materials for program recruitment and ensuring current/prospective employers are aware of the workforce being trained. The College is actively engaged with the Career Pathways Consortium, hosted by FloridaWest Economic Development Alliance, Inc., which provides unique opportunities for collaboration, sharing of information, and projecting workforce needs.

Total amount of funding requested from Triumph Gulf Coast: \$3,849,933

Has the applicant in the past requested or applied for funds for all or part of the proposed project/program?

☒ Yes ☐ No

A Triumph Fast Track grant was submitted in April 2020, resulting in projected funding of \$74,000 to support the Commercial Vehicle Program, currently located on the College's Warrington Campus.

Describe the financial status of the applicant and any co-applicants or partners:

Pensacola State College (Applicant)

For over 20 years, Pensacola State College has received audit reports with unqualified opinions from the Florida State Auditor General. In addition, the College has a longstanding history of successfully implementing and reporting on large federal and state grant-funded projects, meeting all deadlines in a timely manner and ensuring all expenditures are allowable.

In a separate attachment, please provide financial statements or information that details the financial status of the applicant and any co-applicants or partners.

Attachment A – most recent financial statement

Has the applicant or any co-applicants, partners or any associated or affiliated entities or individuals filed for bankruptcy in the last ten (10) years?

☐ Yes ☒ No

ELIGIBILITY

Pursuant to Section 288.8017, Triumph Gulf Coast, Inc. was created to make awards from available funds to projects or programs that meet the priorities for economic recovery, diversification, and enhancement of the disproportionately affected counties. The disproportionately affected counties are: Bay County, Escambia County, Franklin County, Gulf County, Okaloosa County, Santa Rosa County, Walton County, or Wakulla County.

1. From the choices below, please check the box that describes the purpose of the proposed project or program (check all that apply):

- ☐ Ad valorem tax rate reduction within disproportionately affected counties;
- ☐ Local match requirements of s. 288.0655 for projects in the disproportionately affected counties;
- ☐ Public infrastructure projects for construction, expansion, or maintenance which are shown to enhance economic recovery, diversification, and enhancement of the disproportionately affected counties;
- ☐ Grants to local governments in the disproportionately affected counties to establish and maintain equipment and trained personnel for local action plans of response to respond to disasters, such as plans created for the Coastal Impacts Assistance Program;
- ☒ Grants to support programs that prepare students for future occupations and careers at K-20 institutions that have campuses in the disproportionately affected counties. Eligible programs include those that increase students' technology skills and knowledge; encourage industry certifications; provide rigorous, alternative pathways for students to meet high school graduation requirements; strengthen career readiness initiatives; fund high-demand programs of emphasis at the bachelor's and master's level designated by the Board of Governors; and, similar to or the same as talent retention programs created by the Chancellor of the State University System and the Commission of Education, encourage students with interest or aptitude for science, technology, engineering, mathematics, and medical disciplines to pursue postsecondary education at a state university or a Florida College System institution within the disproportionately affected counties;
- ☒ Grants to support programs that provide participants in the disproportionately affected counties with transferable, sustainable workforce skills that are not confined to a single employer; and
- ☐ Grants to the tourism entity created under s. 288.1226 for the purpose of advertising and promoting tourism and Fresh From Florida, and grants to promote workforce and infrastructure, on behalf of all of the disproportionately affected counties.

2. Provide the title and a detailed description of the proposed project or program, including the location of the proposed project or program, a detailed description of, and quantitative evidence demonstrating how the proposed project or program will promote economic recovery, diversification, and enhancement of the disproportionately affected counties, a proposed timeline for the proposed project or program, and the disproportionately affected counties that will be impacted by the proposed project or program.

Title: *Driving Northwest Florida's Future*

Detailed Description:

Background. Pensacola State College (PSC) was initially approached by CareerSource Escarosa who indicated that there was a growing need expressed by employers for trained/licensed commercial vehicle drivers which matched with the desire of many of their clients to receive this training. Further research and examination of the labor market indicated that there was need for this program. There was only one small private for-profit training provider located in Milton, Florida, which was unable to meet the region's demand. PSC's Commercial Vehicle Driving program is a new training program initially funded from a Florida's Job Growth grant which allowed for the purchase of the first tractor trailer. This was followed by the donation of a local route vehicle donated by the Lewis Bear Company. This allowed the College to begin the program in December 2019, operating at a small capacity. A recently funded Governor's Emergency Education Relief Fund (GEERS) Florida Department of Education Rapid Credentialing grant is providing funding for the purchase of the first two truck driving simulators. Currently, students must travel to Tallahassee, Florida, for all testing activities.

To increase capacity and meet the unmet job demands of local and regional employers, Pensacola State College applied for and was successfully awarded a grant in the amount of \$1.6 million from the U.S. Department of Commerce Economic Development Administration. The purpose of this grant is to construct a basic truck driving training facility that will educate and train students needed to fill truck driver employment needs within the College's two-county service area, and beyond.

This current funding request to the Triumph Board will provide student usable space for up-to-date instruction, simulation, and on-the-road training, in addition to a recognized official testing site that will better equip students for employment in the industry. The training provided by PSC will enable students to earn Commercial Class "B" Driving and Commercial Vehicle Driving Certifications (Class "A"), resulting in living wage jobs with significant potential for growth in order to provide economic self-sufficiency for themselves and their families.

While often thought of as a "terminal certification" program, Commercial Vehicle Driving training program can also be marketed as a way for program completers who are working as a commercial driver to pay for college tuition and take advantage of "down time" and increasing opportunities for online education to student for a career pathway that includes college and university programs in supply chain management and logistics – a targeted industry for Florida.

The new 13,000 square foot Truck Driving Training Facility will be located on fifteen acres in Township 2 North, Range 27 West, Santa Rosa County, Florida. Construction of this project entails building a 101'-4" x 125'-0" pre-engineered metal building teaching facility with new water and electric utilities and two 400'-0" x 400'-0" concrete pads for truck driving instruction and one for testing. Total land disturbance will be 15 acres.

Student Building. The 12,667 square foot building will include classrooms for student instruction, working space for mechanical and maintenance training, student work-areas and meeting rooms, and academic advising areas. The building will also house truck bays for students to receive instruction on truck care, maintenance, and other skills necessary to meet the job requirements of local employers.

Truck-Driving Simulator. Integrating proficiency-based practice for all basic maneuvers, the truck driving simulators will provide space for students to receive virtual training on a variety of roadways, locations, urban and rural settings, and more in a safe environment

The VS600M Truck Driving Simulator, or like model, provides best-in-class instruction with 55-inch visual displays and realistic fidelity for shifting, backing up, turns, coupling, uncoupling, and braking. The simulator will enhance and speed the transferability of student skills to the road, a need articulated by regional employers.

Truck Driving Instruction and Testing Areas. These areas will be located directly outside the Student building, and adjacent to one another. Students will be able to take instructor guidance directly to a hands-on training experience necessary to be considered for employment in the region. Requirements for becoming a testing facility include having an asphalt course and concrete pad area which is totally separate and used exclusively for testing purposes.

Proposed Timeline:

Table 1. Proposed Timeline	
Activity	Month(s)
YEAR ONE	
CDL program continues to operate out of temporary classroom and driving range	February 2021 – January 2022
Project Design (PSC Facilities works with architect)	February – July 2021
Tractor trailers purchased and in use	March 2021 – June 2021
Formative project evaluation	July 2021
Permitting	July – August 2021
Contractor Bids, Pricing, Selection	August – October 2021
Construction activities begin	October 2021 – January 2022
Driving and testing pads/courses completed	January 2022
Year 1 summative project evaluation	January 2022
YEAR TWO	
Classroom components of CDL program continue to operate out of temporary classroom	February 2022 – August 2022

Table 1. Proposed Timeline	
Activity	Month(s)
Driving instruction begins on new driving and testing pads/courses	February 2022
CDL night program fully implemented	February 2022
Construction continues	February 2022 – August 2022
Truck simulators ordered	July 2022
Year 2 formative project evaluation	July 2022
Construction complete	September 2022
CDL program operating out of new facility and using new training driving range	October 2022
Testing facility in use	October 2022
Year 2 summative project evaluation	January 2023
YEARS 3 – 10	
Formative project evaluation	February, annually
Summative project evaluation	January, annually

Counties: Escambia and Santa Rosa counties which comprise the College’s designated service area as well as Workforce Region 1.

3. Explain how the proposed project or program is considered transformational and how it will affect the disproportionately affected counties in the next ten (10) years.

The proposed project is transformation in that it brings to the region a dramatic change in The proposed project integrates the *Guiding Principles* of Northwest Florida Forward (northwestfloridaforward.com), a regional strategic initiative focused on driving economic vitality and growth in the Florida Panhandle by:

- Sustainable and enduring economic base;
- Diversified industries and high wage employment growth;
- Greater alignment of partner resources through regional collaboration;
- Improving the vitality of all areas and populations in the region; and,
- Strengthen beyond traditional economic engines.

This project also contributes to the achievement of Northwest Florida Forward’s aspirational goal for Talent:

- Connect the talent assets of Northwest Florida talent to key industry clusters and ensure a dynamic and diverse workforce for new and growing businesses.

Pensacola, “*where thousands live the way millions wish they could,*” according to the late Mayor Vincent Whibbs, is a popular tourist destination, yet it includes employment in many service-related jobs and a significant population which is economically depressed. Pensacola’s unemployment rate is historically consistent with the state and national unemployment trends (Bureau of Labor Statistics). However, wage growth tells another story. According to a recent report, *State of Working Florida 2019* (Research Institute of Social & Economic Policy), the Pensacola MSA is ranked 17th of 22 Florida MSAs for Annual Average Hourly Earnings (www.risep.fiu.edu/state-of-working-florida/). The per capita income in Escambia County is

\$26,730 is lower than the state (\$30,197), and lags behind the nation (\$33,621). Santa Rosa County's per capita income, \$30,904, is slightly higher than the state, but is lower than the nation (2019 American Community Survey, 1-Year Estimates; U.S. Census).

The College's two-county service area is also home to eight (8) certified Opportunity Zones, designated by the Tax Cuts and Jobs Acts of 2017 allowing for certain investments in lower income areas to have tax advantages (<https://eig.org/opportunityzones/facts-and-figures>). Table X. provides select demographic information for each of these Opportunity Zones.

	Tract 4	Tract 13	Tract 16	Tract 17	Tract 19	Tract 28.03	Tract 40	Tract 106
Total Population	3,306	4,991	3,175	2,357	2,003	3,186	4,510	6,193
Median Family Income	33,365	44,474	23,207	32,261	26,318	42,898	47,500	47,548
Poverty Rate	36%	36%	55%	29%%	36%	24%	11%	17%
Non-White Population	87%	75%	80%	64%	61%	42%	43%	31%
Bachelor's Degree Plus Holders	8%	18%	2%	4%	8%	9%	5%	14%
Total Jobs	954	1,865	6,209	4,117	469	474	1,132	4,201
Total Businesses	117	164	209	438	74	78	86	411
<i>Source:</i> ESRI 2018								

This project was created in response to identified deficiencies in Workforce Board Region 1 (Escambia and Santa Rosa counties) caused by events such as Hurricanes Ivan, Dennis, and Sally, the economic recession, the Deepwater Horizon Oil Spill, and the COVID-19 pandemic. Primarily, there is the need to diversify our economy, historically heavily reliant on the tourism and hospitality industry, so that we're poised to withstand future natural and man-made disasters. Workforce talent development is a priority because it is often the most important factor current business and industry in our region to consider before expanding, or for site selectors looking for locations to open new businesses. Therefore, this project addresses the needs of employers from several occupations within the Logistics & Distribution and industry sectors as identified by CareerSource Escarosa (Region 1 Workforce Board), Enterprise Florida and the Florida Department of Economic Opportunity (DEO). Program completers would be eligible for both "long haul" trucking positions and local delivery trucking positions.

The training program included in this project – commercial vehicle driving – will enhance efforts to move under- and unemployed individuals into high-wage jobs, providing opportunities for them to achieve economic self-sufficiency for themselves and their families while at the same time supporting multiple employers from several industry sectors. Future programs under consideration for this site include the high skill/high wage occupations of diesel mechanic technician and electrical line worker.

4. Describe data or information available to demonstrate the viability of the proposed project or program:

According to Enterprise Florida, *Logistics & Distribution* is “big business” in Florida and the broader wholesale trade, transportation and logistics industry employs more than half a million individuals. *Distribution Logistics & Transportation* is one of 11 industry sectors established by the eight-county Northwest Florida Career Pathways project, funded through a multi-year grant from the Gulf Power Foundation in partnership with education foundations, public school districts, local education institutions, and economic development organizations.

In March 2017, the American Trucking Association cited approximately 48,000 unfilled trucker positions nationwide, and predicts that the freight driver shortage could grow to more than 170,000 vacancies by 2025.¹ In Florida alone, about 70% of all freight and/or commerce is transported via trucks.² The Class A Commercial Driver’s License earned by individuals enrolled in the project’s transportation program will qualify them to drive interstate tractor-trailers utilized by a variety of industries nationwide. According to the Florida Economic Opportunity, Bureau of Labor Market Statistics (2019-2027 projections), the need for Heavy and Tractor-Trailer Truck Drivers in Escambia and Santa Rosa counties will grow by 1.1% resulting in 1,741 total job openings. The 2018 median hourly wage for these commercial truck drivers is \$16.92/hour. In addition, the demand for other driving occupations requiring a Commercial Driver’s License (CDL), such as School or Special Client bus drivers, will increase 3.8% resulting in 665 openings in Escambia and Santa Rosa counties. CareerSource Escarosa, the regional workforce board, reported that they are receiving continuous requests from employers seeking CDL licensed drivers, and these job orders were going unfilled due to a lack of qualified candidates. According to Escambia County School District staff, Steven Harrell, Workforce Education Director, and Darlene Hart, Transportation Director, there is a critical shortage of school bus drivers. For example, on January 13, 2020, there was a shortage of 70 drivers, who would have covered 210 routes.

The national median annual wage for heavy and tractor-trailer truck drivers was \$45,260 (\$21.76 per hour) in May 2019, and employment is projected to grow 2 percent from 2019 to 2029. Increasing numbers of truck drivers will be necessary in order to keep supply chains moving as the demand for goods increases. Florida ranks #3 in the United States with the highest employment level in the heavy and tractor-trailer truck driving occupation. Nationally, employment for school bus drivers is projected to grow by 1.1%; job outlook for transit and intercity bus drivers is projected to grow by 11%. Florida ranks #4 in the nation for states with the highest employment level in the bus driving occupation. (National statistics: U.S. Department of Labor, Bureau of Labor Statistics; July 2020, bls.gov).

As detailed in the following tables, transportation is a growing industry in the College’s two-county service area.

¹ <http://cerasis.com/2017/03/17/freight-driver-shortage/>

² <http://www.drivearmellini.com/Truck-driver-shortage-throughout-Florida.asp>

Table 3. Jobs By Occupation, Region 1 (Escambia and Santa Rosa counties)							
SOC Code	SOC Title	Employment				Total Job Openings	2018 Median Hourly Wage
		2019	2027	Growth	Percent Growth		
53-3022	Bus Drivers, School or Special Client	658	683	25	3.8	665	\$9.71
53-3032	Heavy and Tractor-Trailer Truck Drivers	2,017	2,040	23	1.1	1,741	\$16.92
53-3033	Light Truck or Delivery Service Drivers	1,195	1,214	19	1.6	1,058	\$13.82
Source: <i>Projected Jobs Region 1 2019-2027</i> , Labor Market Statistics, Florida Department of Economic Opportunity.							

Table 4. Occupation Overview (Escambia and Santa Rosa counties)						
SOC Code	SOC Title	Jobs Data				2019 Median Hourly Wage
		2020	2030	Change	% Change	
53-3052	Bus Drivers, Transit and Intercity	92	106	15	16.1%	\$20.90
Source: <i>Occupation Overview, Bus Drivers, Transit and Intercity</i> , Emsi Analyst, October 2020.						

Emsi, an economic modeling company for which the College has a subscription, provides reports which show job posting analytics which help measure the demand for talent in the College's service area. This data is collected from the job postings created by employers. While the number of postings may be either higher or lower than the number of actual hires, this information provides information related to a realistic ratio of unique job postings to actual hires.

- Heavy and tractor-trailer truck drivers – 185; 1,668 unique job postings Jan 2020 – Sep 2020, 249 employers competing, 34-day median duration (typical); average monthly postings 390; average monthly hires 109
- Bus drivers, transit and intercity – 1; 10 unique job postings Jan 2020 – Sep 2020, 5 employers competing, 42-day median duration (8 days longer than typical); average monthly postings 4, average monthly hires 3
- Light truck drivers – 66; 592 unique job postings Jan 2020 – Sep 2020, 114 employers competing, 30-day median duration; average monthly postings 165, average monthly hires 93
- School bus drivers – 6 unique postings, 17 unique job postings;

As part of the process establishing need when undergoing the process of developing the EDA grant which is supporting the construction of the training facility, PSC received the following estimated need and impact from a number of local/regional employers. These estimates were

made based on their historic needs, anticipated retirements, and projections of future business, as detailed in the following table. Having a larger pool of qualified applicants for job openings was cited as a predominate reason for supporting PSC's proposed program.

Table 5. Projected Jobs (ED-900B forms)		
Employer	# of Jobs Created (2020-2022)	# of Jobs Saved (2020-2022)
Coastal Moving and Storage 4321 N. W Street Pensacola, FL 32505	10	29
Gilmore Services 31 E. Fairfield Drive Pensacola, FL 32501	22	66
The Lewis Bear Company 6120 Enterprise Drive Pensacola, FL 32505	15	165
Ready Mix USA (regional) 3008 S. Highway 95 Cantonment, FL 32533	185	670
Chuck's Concrete Pumping 55 S. B Street Pensacola, FL 32502	4	4
Seminole Express 32585 U.S. Highway 90 Seminole, AL 36574	75	190
Southeastern Freight Lines 141 Industrial Boulevard Pensacola, FL 32505	15	119
Total	326	1,243
Attachment B: Economic Development Administration Signed ED-900B forms		

In addition, PSC received letters of support from the following individuals and organizations (Attachment C):

- Escambia County School District
- Florida Trucking Association
- Florida's Great Northwest
- Gulf Power Company
- Emerald Coast Regional Council
- FloridaWest Economic Development Alliance
- Santa Rosa Economic Development
- CareerSource Escarosa
- Senator Rick Scott, United States Senate
- State Representative Alex Andrade, The Florida House of Representatives, District 2
- Senator Doug Broxson, The Florida Senate, 1st District

- Representative Mike Hill, The Florida House of Representatives, District 1
- Representative Jayar Williamson, The Florida House of Representatives, District 3

5. Describe how the impacts to the disproportionately affected counties will be measured long term.

The College will track program enrollments and completions for a 10-year period, the first three years which will increase capacity and be funded by Triumph, and years four through ten, which will be the years of project sustainability. It is noted that that the requirements to become fully enrolled in the commercial vehicle driving program can be a challenge for many individuals who are interested in this career. In order to be fully enrolled, individuals must successfully pass a drug screening, complete/pass the DOT physical exam, receive a commercial learner's permit, and provide a motor vehicle background driving report demonstrating a 7-year history of no DUI, no careless driving, and having earned no more than 6 points on their driving record. College staff work diligently with interested participants to assist them in completing these prerequisites.

Table 6. Projected Enrollments & Completions				
Year	Notes	Capacity	Successful Enrollments	Completions
1	Current capacity	48	36 (75%)	25 (70%)
2	Fully implement night program; start implementation of additional equipment	72	58 (80%)	44 (75%)
3	All tractor/trailers and simulators in place	96	82 (85%)	66 (80%)
4		96	86 (90%)	73 (85%)
5		96	86 (90%)	73 (85%)
6		96	86 (90%)	73 (85%)
7		96	86 (90%)	73 (85%)
8		96	86 (90%)	73 (85%)
9		96	86 (90%)	73 (85%)
10		96	86 (90%)	73 (85%)
TOTALS		888	778	643

In addition, the College will provide data related to any external (non-PSC) participants who utilize the new testing center.

6. Describe how the proposed project or program is sustainable.

The grant project management will be guided by a steering committee chaired by the Dean, Grants & Federal Programs. Other members will include the Project Director, Director of Workforce Education, Director of Career and Technical Education Student Resources, and Assistant Comptroller for Restricting Accounting.

The academic program aspects of the project will be guided by the program Advisory Committee. Advisory Committees are established for all PSC Associate of Science, College Credit Certificate, Vocational Certificate, and Applied Technology Diploma programs. A vocational education advisory committee is a group of community members from outside the field of education that advises vocational educators on the design, development, implementation, evaluation, maintenance, and revision of vocational education programs. Advisory members provide an informed viewpoint that is invaluable to the educational process.

The project is ambitious, yet attainable, and seamlessly integrates into the current operation of Pensacola State College. As mandated by Florida Statute, Florida College System institution that receives workforce education funds must use the money to benefit the workforce education programs it provides [Florida Statute 1011.80(8)(a)]. These funds may be used for equipment upgrades, program expansions, or any other use that would result in workforce education program improvement. In addition to ongoing collection of student tuition, one significant sustainability strategy is the increase in projected CAPE funding. Per Florida Statute:

- The Chancellor of Career and Adult Education shall identify the industry certifications eligible for funding on the CAPE Postsecondary Industry Certification Funding List approved by the State Board of Education pursuant to s. 1008.44, based on the occupational areas specified in the General Appropriations Act. [Florida Statute 1011.80(7)(b)(2)]

Community relationships will contribute to sustainability of the program as evidenced by the donation of a local delivery vehicle already received from the Lewis Bear Company of Pensacola.

Pensacola State College is fully committed to the support of the project. Equipment purchased for the program will become part of the College's inventory and as such, the PSC department such as Facilities, Planning and Construction (includes Transportation), and Information Technology Services will provide necessary maintenance and technical support.

The tuition and fees for this program are typically beyond the financial capability for most interested individuals (\$2,585 in-state; \$5,329.54 out-of-state). The College has been fortunate to have received some significant grant funding to provide scholarships to students in need. PSC will work with agencies such as CareerSource Escarosa and Community Action Program Committee to identify clients who may be eligible for their financial assistance. In addition, the College will work with prospective employers to identify additional scholarship and/or tuition reimbursement opportunities. This short (8-week) program is not currently financial aid eligible. However, there are avenues which can be pursued once the program has achieved full operational status for more than a year in order to attain this eligibility so that students can access federal financial aid.

7. Describe how the deliverables for the proposed project or program will be measured?

All Florida College System institutions receiving state appropriations for workforce education programs must maintain adequate and accurate records. Sources of data will include the PSC

MIS Student Records System which provides a robust repository of data available to measure the deliverables of the proposed project, including demographics, enrollment, grades, and completions, and industry certification attainment. Enrollment in courses and industry certification attainments will be available for review at any time and will form the basis of formative evaluation. National Student Clearinghouse data will be reviewed regularly to determine if any students have gone on to pursue other opportunities in postsecondary education.

The project will be supported by the PSC Office of Institutional Research which will facilitate formal formative and summative evaluation assessing overall impact of course persistence and graduation rates by the following activities:

- Collection of baseline data;
- Collection of quantitative data elements throughout the life of the project (and beyond), such as
 - Student enrollment;
 - Outcomes;
 - Completion; and,
 - Earned industry certifications.
- Validation of data collected;
- Assistance with formative and summative evaluation reports.

In addition to overall enrollments, projected activity deliverables for the proposed project include:

- Increasing the number of students enrolling in the Commercial Vehicle Driving Program;
 - Increasing the number of females enrolling in the Commercial Vehicle Driving Program;
 - Increasing the number of minorities enrolling in the Commercial Vehicle Driving Program;
 - Increasing the number of military veterans enrolling in the Commercial Vehicle Driving Program;
- Increasing the number of students completing the Commercial Vehicle Driving Program;
 - Increasing the number of females completing the Commercial Vehicle Driving Program;
 - Increasing the number of minorities completing the Commercial Vehicle Driving Program;
 - Increasing the number of military veterans completing the Commercial Vehicle Driving Program;
- Increasing the number of students successfully testing and earning their CDL licensure;
 - Increasing the number of females successfully testing and earning their CDL licensure;
 - Increasing the number of minorities successfully testing and earning their CDL licensure;
 - Increasing the number of military veterans successfully testing and earning their CDL licensure;

- Increasing the number of completers entering discipline related employment; and,
 - Increasing the number of female completers entering discipline related employment;
 - Increasing the number of minority completers entering discipline related employment;
 - Increasing the number of military veterans entering discipline related employment; and,
- Increasing number of other (external to PSC) individuals testing at the PSC CDL Testing Facility.

Table 7. Baseline Data for Deliverables		
Deliverables	Baseline Data (2019-2020)	
	#	%
Enrollment (all)	8	100.00%
Females	1	12.50%
Minorities	4	50.00%
Military veterans	2	25.00%
Program Completers (all)	6	75.00%
Females	1	16.66%
Minorities	2	33.33%
Military Veterans	0	0.00%
Licensure (all)	6	75.00%
Females	1	16.66%
Minorities	2	33.33%
Military Veterans	0	0.00%
Testing (external participants)	0	0.00%

PRIORITIES

1. Please check the box if the proposed project or program will meet any of the following priorities (check all that apply):

☐ Generate maximum estimated economic benefits, based on tools and models not generally employed by economic input-out analyses, including cost-benefit, return-on-investment, or dynamic scoring techniques to determine how the long-term economic growth potential of the disproportionately affected counties may be enhanced by the investment.

☐ Increase household income in the disproportionately affected counties above national average household income.

Leverage or further enhance key regional assets, including educational institutions, research facilities, and military bases.

☒ Partner with local governments to provide funds, infrastructure, land, or other assistance for the project.

Benefit the environment, in addition to the economy.

☒ Provide outcome measures.

☒ Partner with K-20 educational institutions or school districts located within the disproportionately affected counties as of January 1, 2017.

☐ Are recommended by the board of county commissioners of the county in which the project or program will be located.

☐ Partner with convention and visitor bureaus, tourist development councils, or chambers of commerce located within the disproportionately affected counties.

2. Please explain how the proposed project meets the priorities identified above.

- **Partner with local government to provide funds, infrastructure, land, or other assistance for the project.**

The proposed project has been developed in collaboration with the Santa Rosa County Economic Development agency. Commercial Vehicle Driving training is temporarily taking place in a classroom on the PSC Warrington Campus and a field owned by the U.S. Navy. In July 2019, Pensacola State College and Santa Rosa County entered into a long-term “land swap” lease agreement which provides an opportunity for the County to put soccer fields on the College’s South Santa Rosa Center site while providing space for the College to increase the capacity of its commercial vehicle driving program. This collaboration resulted in Santa Rosa County leasing

property located at the Santa Rosa Industrial Park East to the College for a term of forty (40) years, beginning in August 2019, for the sum of One Dollar (\$1.00) per year as the location for an educational facility to provide technical education programs such as commercial truck driver training, lineman training, diesel mechanic training, and other additional education programs to be implemented in the future. (Attachment D – PNJ article; Attachment E – Lease Agreement)

- **Provide outcome measures.**

Tables 6 and 7 demonstrate the College’s commitment to measurable outcomes for the proposed project, and a commitment to target underserved populations.

Table 6. Projected Enrollments & Completions				
Year	Notes	Capacity	Successful Enrollments	Completions
1	Current capacity	48	36 (75%)	25 (70%)
2	Fully implement night program; start implementation of additional equipment	72	58 (80%)	44 (75%)
3	All tractor/trailers and simulators in place	96	82 (85%)	66 (80%)
4		96	86 (90%)	73 (85%)
5		96	86 (90%)	73 (85%)
6		96	86 (90%)	73 (85%)
7		96	86 (90%)	73 (85%)
8		96	86 (90%)	73 (85%)
9		96	86 (90%)	73 (85%)
10		96	86 (90%)	73 (85%)
TOTALS		888	778	643

Table 7. Baseline Data for Deliverables		
Deliverables	Baseline Data (2019-2020)	
	#	%
Enrollment (all)	8	100.00%
Females	1	12.50%
Minorities	4	50.00%
Military veterans	2	25.00%
Program Completers (all)	6	75.00%
Females	1	16.66%
Minorities	2	33.33%
Military Veterans	0	0.00%

Licensure (all)	6	75.00%
Females	1	16.66%
Minorities	2	33.33%
Military Veterans	0	0.00%
Testing (external participants)	0	0.00%

- **Partner with K-20 educational institutions or school districts located within the disproportionately affected counties as of January 1, 2017.**

Because of the following requirements -- You must be at least 18 years old to hold a **Florida CDL** and drive a commercial vehicle within the state of **Florida**. You must be at least **age 21** to drive a commercial motor vehicle across **Florida** state lines, carry hazardous materials, or transport any passengers – this program will not be offered as a dual enrollment opportunity. However, the College will collaborate with the Escambia County School District to provide assistance with alleviating the critical shortage of school bus drivers.

3. Please explain how the proposed project or program meets the discretionary priorities identified by the Board.

As detailed in the response to Question #2 above, the proposed project meets the following priorities:

- Partner with local government to provide funds, infrastructure, land, or other assistance for the project;
- Provide outcome measures; and,
- Partner with K-20 educational institutions or school districts located within the disproportionately affected counties as of January 1, 2017.

4. In which of the eight disproportionately affected county/counties is the proposed project or program located? (Circle all that apply)

Escambia	Santa Rosa	Okaloosa	Walton	Bay
Gulf	Franklin	Wakulla		

5. Was this proposed project or program on a list of proposed projects and programs submitted to Triumph Gulf Coast, Inc., by one (or more) of the eight disproportionately affected Counties as a project and program located within its county?

☐ Yes ☒ No

If yes, list all Counties that apply: N/A

- 6. Does the Board of County Commissioners for each County listed in response to question 5, above, recommend this project or program to Triumph?**

☐ Yes ☒ No

****Please attach proof of recommendation(s) from each County identified.**

APPROVALS AND AUTHORITY

- 1. If the Applicant is awarded grant funds based on this proposal, what approvals must be obtained before Applicant can execute an agreement with Triumph Gulf Coast, Inc.?**

The College President has the authority to sign grant contracts, which would later be presented during a regularly scheduled monthly meeting of the District Board of Trustees as an information item.

- 2. If approval of a board, commission, council or other group is needed prior to execution of an agreement between the entity and Triumph Gulf Coast:**

After consultation with the College general counsel, it is not believed that this will be necessary.

- a. Provide the schedule of upcoming meetings for the group for a period of at least six months.**

The schedule is provided here in case such circumstances arise that it is necessary.

February 16, 2021
No March meeting
April 20, 2021
May 18, 2021
June 22, 2021
No July meeting

- b. State whether that group can hold special meetings, and if so, upon how many days' notice.**

N/A

- 3. Describe the timeline for the proposed project or program if an award of funding is approved, including milestones that will be achieved following an award through completion of the proposed project or program.**

Table 1. Proposed Timeline	
Activity	Month(s)
YEAR ONE	
CDL program continues to operate out of temporary classroom and driving range	February 2021 – January 2022
Project Design (PSC Facilities works with architect)	February – July 2021
Tractor trailers purchased and in use	March 2021 – June 2021
Formative project evaluation	July 2021
Permitting	July – August 2021
Contractor Bids, Pricing, Selection	August – October 2021
Construction activities begin	October 2021 – January 2022
Driving and testing pads/courses completed	January 2022
Year 1 summative project evaluation	January 2022
YEAR TWO	
Classroom components of CDL program continue to operate out of temporary classroom	February 2022 – August 2022
Driving instruction begins on new driving and testing pads/courses	February 2022
CDL night program fully implemented	February 2022
Construction continues	February 2022 – August 2022
Truck simulators ordered	July 2022
Year 2 formative project evaluation	July 2022
Construction complete	September 2022
CDL program operating out of new facility and using new training driving range	October 2022
Testing facility in use	October 2022
Year 2 summative project evaluation	January 2023
YEARS 3 – 10	
Formative project evaluation	February, annually
Summative project evaluation	January, annually

- 4. Attach evidence that the undersigned has all necessary authority to execute this proposal on behalf of the entity applying for funding. This evidence may take a variety of forms, including but not limited to: a delegation of authority, citation to relevant laws or codes, policy documents, etc. In addition, please attach any support letters from partners.**

Pensacola State College District Board of Trustees Policy 6Hx20-1.003, *Organization and Operation*, is attached (Attachment F).

FUNDING and BUDGET

1. Identify the amount of funding sought from Triumph Gulf Coast, Inc. and the time period over which funding is requested.

Triumph Gulf Coast, Inc. grant request: **\$3,862,951**

Funding requested over three years:

Table 8. Funding Request by Year		
Year 1	Year 2	Year 3
\$3,361,198	\$249,929	\$251,824

2. What percentage of total program or project costs does the requested award from Triumph Gulf Coast, Inc. represent?

34.25%

3. Please describe the types and number of jobs expected from the proposed project or program and the expected average wage.

The tables below provide data related to projected job growth and currently median hourly wages between 2019-2027 for School Bus Drivers, Heavy and Tractor-Trailer Truck Drivers, and Light Truck or Delivery Service Drivers; and between 2020-2030 for Transit/Intercity Bus Drivers. As Florida's minimum wage increases incrementally over the next five years to \$15.00/hour, these median hourly wages are expected to be influenced and increase proportionally.

Table 3. Jobs By Occupation, Region 1 (Escambia and Santa Rosa counties)							
SOC Code	SOC Title	Employment				Total Job Openings	2018 Median Hourly Wage
		2019	2027	Growth	Percent Growth		
53-3022	Bus Drivers, School or Special Client	658	683	25	3.8	665	\$9.71
53-3032	Heavy and Tractor-Trailer Truck Drivers	2,017	2,040	23	1.1	1,741	\$16.92
53-3033	Light Truck or Delivery Service Drivers	1,195	1,214	19	1.6	1,058	\$13.82
Source: <i>Projected Jobs Region 1 2019-2027</i> , Labor Market Statistics, Florida Department of Economic Opportunity.							

Table 4. Occupation Overview (Escambia and Santa Rosa counties)						
SOC Code	SOC Title	Jobs Data				2019 Median Hourly Wage
		2020	2030	Change	% Change	
53-3052	Bus Drivers, Transit and Intercity	92	106	15	16.1%	\$20.90
Source: <i>Occupation Overview, Bus Drivers, Transit and Intercity</i> , Emsi Analyst, October 2020.						

In addition, the following table provides projections of the number of new jobs created and the number of jobs which will be saved between 2020-2022 from employers who supported the College's application to the U.S. Department of Commerce, Economic Development Administration.

Table 5. Projected Jobs (ED-900B forms)		
Employer	# of Jobs Created (2020-2022)	# of Jobs Saved (2020-2022)
Coastal Moving and Storage 4321 N. W Street Pensacola, FL 32505	10	29
Gilmore Services 31 E. Fairfield Drive Pensacola, FL 32501	22	66
The Lewis Bear Company 6120 Enterprise Drive Pensacola, FL 32505	15	165
Ready Mix USA (regional) 3008 S. Highway 95 Cantonment, FL 32533	185	670
Chuck's Concrete Pumping 55 S. B Street Pensacola, FL 32502	4	4
Seminole Express 32585 U.S. Highway 90 Seminole, AL 36574	75	190
Southeastern Freight Lines 141 Industrial Boulevard Pensacola, FL 32505	15	119
Total	326	1,243
Attachment B: Economic Development Administration Signed ED-900B forms		

4. Does the potential award supplement but not supplant existing funding sources? If yes, describe how the potential award supplements existing funding sources.

☒ Yes | ☐ No

The potential award supplements, but does not supplant (replace) other funding dedicated to this project as outlined in the funding sources provided in the response to Question 5A/B.

The current program was begun in late 2019 with the purchase of one truck utilizing funding from a Florida Governor's Job Growth Grant. Temporary classroom space is located on the Warrington Campus (predominantly home of health care training programs), with an arrangement made with the U.S. Navy for doing practice driving on a nearby unused airfield.

The proposed project program will supplement the existing program by providing a facility dedicated to this training purpose and additional vehicles, in order to greatly increase capacity. This facility will also allow for future expansion in adding complementary programs such as for diesel mechanics. Grant funds will support the project during the first three years of the ten-year project, allowing for sustainability beginning in Year 4.

5. Please provide a Project/Program Budget. Include all applicable costs and other funding sources available to support the proposal.

A. Project/Program Costs

Table 8. Project/Program Costs	
Construction	\$6,250,500.00
Reconstruction	0.00
Design & Engineering	\$289,727.00
Land Acquisition	0.00
Land Improvement	49,500.00
Equipment	\$1,230,024.99
Supplies	\$193,188.00
Salaries	\$1,849,614.84
Other (specify) Scholarships Industry Certification Reimbursements Marketing/Promotions Program printed materials Indirect Costs	\$1,416,273.66
Total Project Costs:	\$11,278,828.49

B. Other project funding sources

Table 9. Other Project Funding Sources	
City/County	\$49,500.00
Private Sources	\$0.00
Other (e.g., grants, etc.)	
Triumph Fast Track	\$74,000.00
Pensacola State College	\$5,317,377.96
GEERS Rapid Credentialing Grant (Florida College System)	\$250,000.00
U.S. Department of Commerce Economic Development Administration	\$1,600,000.00
Department of Economic Opportunity Job Growth Grant	\$125,000.00
Total Other Funding	\$7,415,877.96
Total Amount Requested	\$3,862,950.53

Note: The total amount requested must equal the difference between the costs in 3.A. and the other project funding sources in 3.B.

C. Provide a detailed budget narrative, including the timing and steps necessary to obtain the funding and any other pertinent budget-related information.

The following budget narrative provides a detailed accounting of all items required for a successful project. The budget for Years 1-3 include start-up costs for full implementation and increase in capacity of program. It is projected that the program will be self-sustaining by Year 4.

Pensacola State College: Funds for construction being held in account strictly for this use (Attachment G – attestation attached); general operating budget

Santa Rosa County Economic Development: Funds committed for land clearing.

U.S. Department of Education, Economic Development Administration: Grant funding awarded September 2020

Florida Department of Education GEERS Rapid Credentialing Grant: Grant funding awarded August 2020

Florida Department of Economic Opportunity: Grant funding awarded May 2018

Triumph Board Fast Track: Grant funding awarded August 2020

Table 10. Budget Narrative (Years 1 – 3)				
	Program Start Up	Triumph Grant Request		
		YR1	YR 2	YR 3
Personnel				
FT Program coordinator/faculty (9 mos + summer + overloads) – responsible for maintaining packet of information for prospective students, coordinates orientation for new students, works with Director to arrange off-campus sites, serves as designated liaison to program advisory committee, etc.		\$49,500.00	\$50,490.00	\$51,499.80
Social Security (6.2%)		\$3,069.00	\$3,130.38	\$3,192.99
FICA/Medicare (1.45%)		\$717.75	\$732.11	\$746.75
Retirement (10%)		\$4,950.00	\$5,049.00	\$5,149.98
Health Insurance		\$10,174.00	\$10,682.70	\$11,216.84
Life Insurance		\$77.52	\$77.52	\$77.52
Adjunct Faculty (20 hr/44 wk/\$25) for additional course sections – to increase instructional delivery capacity		\$22,000.00	\$22,000.00	\$22,000.00
FICA/Medicare (1.45%)		\$319.00	\$319.00	\$319.00
(2) Program Assistants (20 hr/44 wk/\$25 bill rate) – provide assistance to instructors and Program Coordinator		\$44,000.00	\$44,000.00	\$44,000.00

Table 10. Budget Narrative (Years 1 – 3)

	Program Start Up	Triumph Grant Request		
		YR1	YR 2	YR 3
Recruitment/Retention Specialist (35 hr/48 wk/\$25 bill rate) to recruit new students, provide guidance for prerequisite processes to interested students, ensure enrolled students have all internal and external resources necessary to be successful.		\$42,000.00	\$42,000.00	\$42,000.00
Supplies (less than \$1000/item)				
Misc. supplies (such as traffic cones)		\$1,500.00	\$1,500.00	\$1,500.00
Classroom supplies (such as classroom set of textbooks, professional journals, practice testing materials, videos, software)		\$5,000.00	\$2,500.00	\$2,500.00
Office supplies (such as printer ink cartridges, paper, folders, desk accessories)		\$3,500.00	\$500.00	\$500.00
Classroom furniture (4*\$15,000) – student chairs/tables		\$60,000.00		
A/V for classroom spaces (2*\$20,000) – includes equipment and any necessary wiring		\$40,000.00		
faculty office furniture, phone, computer (2*\$7500) – includes desk and chair		\$15,000.00		
faculty classroom lectern (2*5000) – includes all equipment necessary for A/V delivery controls		\$10,000.00		
lockers (4 -- 6 lockers in each) – for student use		\$2,528.00		
Metal shelving – for supplies		\$7,500.00		
Large first aid cabinet		\$1,200.00		
Large garbage cans 8*45)		\$360.00		
Heavy duty locking cabinet (2*550) – for any paper students, course materials		\$1,100.00		
Safety and directional signage – for classroom site		\$5,000.00		
Equipment – all equipment purchases (over \$1000) State of Florida guidelines for quotes, bids, etc. will be followed.				
Truck tractor (2*\$125,000)		\$250,000.00		

Table 10. Budget Narrative (Years 1 – 3)

	Program Start Up	Triumph Grant Request		
		YR1	YR 2	YR 3
Truck trailer (2*\$15,000)		\$30,000.00		
Simulators (4*\$125,000)		\$500,000.00		
Challenger Truck List		\$38,379.00		
HD Wheel balancer		\$10,796.00		
HD tire changer		\$15,862.00		
BOSCH ESI truck heavy duty scan toolkit		\$9,987.99		
Truck tractor/trailer (Governor's Job Growth Grant)	\$125,000.00			
Simulators (GEERS Rapid Credentialing Grant)	\$250,000.00			
Construction (Site/facility details included in Attachment I)				
Concrete pad for truck testing site		\$1,300,000.00		
Asphalt driving loop for truck testing site		\$500,000.00		
Architect Basic Services Fee (for building)		\$218,537.00		
Civil Engineering (for building)		\$37,290.00		
Civil/Site Work Support (for building site)		\$33,900.00		
Asphalt driving loop, concrete pad and classroom building (EDA Grant -- \$1,600,000; PSC -- \$2,850,500)	\$4,450,500.00			
Clearing of property (Santa Rosa County)	\$49,500.00			
Other				
Scholarships (\$74,000 TRIUMPH Fast Track)	\$74,000.00	\$25,000.00	\$25,000.00	\$25,000.00
Industry Certification Reimbursements		\$2,500.00	\$5,000.00	\$5,000.00
Marketing/Promotion		\$5,000.00	\$15,000.00	\$15,000.00
Program printed material (such as brochures, postcards, feathers, pop-up banners, tablecloth for events)		\$7,500.00	\$1,500.00	\$1,500.00
Total Direct	\$4,949,000.00	\$3,314,248.26	\$229,480.71	\$231,203.87

Table 10. Budget Narrative (Years 1 – 3)				
	Program Start Up	Triumph Grant Request		
		YR1	YR 2	YR 3
Indirect Costs (includes grant management, utilities, security, and maintenance for new facility) (10% Triumph)		\$46,949.63	\$20,448.07	\$20,620.00
Indirect Costs (27.8% PSC Years 1-3)		\$130,519.96	\$56,846.00	\$57,325.00
Truck Driving Total	\$4,949,000	\$3,491,717.85	\$306,774.80	\$309,148.87

Budget Narrative (Years 4 – 10)							
	PSC FUNDED - Program Reaches Sustainability						
	YR 4	YR 5	YR 6	YR 7	YR 8	YR 9	YR 10
Personnel							
FT Program coordinator/faculty (9 mos + summer + overloads)	\$55,745.04	\$56,859.94	\$57,997.14	\$59,157.08	\$60,340.22	\$61,547.03	\$62,777.97
Social Security (6.2%)	\$3,456.19	\$3,525.32	\$3,595.82	\$3,667.74	\$3,741.09	\$3,815.92	\$3,892.23
FICA/Medicare (1.45%)	\$808.30	\$824.47	\$840.96	\$857.78	\$874.93	\$892.43	\$910.28
Retirement (10%)	\$5,574.50	\$5,685.99	\$5,799.71	\$5,915.71	\$6,034.02	\$6,154.70	\$6,277.80
Health Insurance	\$13,634.13	\$14,315.84	\$15,031.63	\$15,783.21	\$16,572.37	\$17,400.99	\$18,271.04
Life Insurance	\$77.52	\$77.52	\$77.52	\$77.52	\$77.52	\$77.52	\$77.52
Adjunct Faculty (20 hr/44 wk/\$25)	\$22,000.00	\$22,000.00	\$22,000.00	\$22,000.00	\$22,000.00	\$22,000.00	\$22,000.00
FICA/Medicare (1.45%)	\$319.00	\$319.00	\$319.00	\$319.00	\$319.00	\$319.00	\$319.00
(2) Program Assistants (20 hr/44 wk/\$25 bill rate)	\$44,000.00	\$44,000.00	\$44,000.00	\$44,000.00	\$44,000.00	\$44,000.00	\$44,000.00
Recruitment/Retention Specialist (35 hr/48 wk/\$25 bill rate)	\$42,000.00	\$42,000.00	\$42,000.00	\$42,000.00	\$42,000.00	\$42,000.00	\$42,000.00
Supplies (less than \$1000/item)							
Misc. supplies (such as traffic cones)	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
Classroom supplies	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
Office supplies	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00

Budget Narrative (Years 4 – 10)							
	PSC FUNDED - Program Reaches Sustainability						
	YR 4	YR 5	YR 6	YR 7	YR 8	YR 9	YR 10
Other							
Scholarships (\$74,000 TRIUMPH Fast Track)	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
Industry Certification Reimbursements	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Marketing/Promotion	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Program printed material (such as brochures, postcards, feathers, pop-up banners, table cloth for events)							
Total Direct Costs	\$231,476.50	\$233,301.41	\$235,179.49	\$237,114.69	\$239,108.08	\$241,162.79	\$243,279.04
Indirect Costs (Triumph – Years 1-3only)							
Indirect Costs (PSC 37.8% Years 4-10)	\$78,048.00	\$78,738.00	\$79,448.00	\$80,179.00	\$80,933.00	\$81,710.00	\$82,509.00
Truck Driving Total:	\$309,524.50	\$312,039.41	\$314,627.49	\$317,293.69	\$320,041.08	\$322,872.79	\$325,788.04

Applicant understands that the Triumph Gulf Coast, Inc. statute requires that the award contract must include provisions requiring a performance report on the contracted activities, must account for the proper use of funds provided under the contract, and must include provisions for recovery of awards in the event the award was based upon fraudulent information or the awardee is not meeting the performance requirements of the award.

☒ Yes ☐ No

Applicant understands that awardees must regularly report to Triumph Gulf Coast, Inc. the expenditure of funds and the status of the project or program on a schedule determined by Triumph Gulf Coast, Inc.

☒ Yes ☐ No

Applicant acknowledges that Applicant and any co-Applicants will make books and records and other financial data available to Triumph Gulf Coast, Inc. as necessary to measure and confirm performance metrics and deliverables.

☒ Yes ☐ No

Applicant acknowledges that Triumph Gulf Coast, Inc. reserves the right to request additional information from Applicant concerning the proposed project or program.

☒ Yes ☐ No

ADDENDUM FOR WORKFORCE TRAINING PROPOSALS

1. Program Requirements

- a. Will this proposal support programs that prepare students for future occupations and careers at K-20 institutions that have campuses in the disproportionately affected counties? If yes, please identify where the campuses are located and provide details on how the proposed programs will prepare students for future occupations and at which K-20 institutions that programs will be provided.**

☒ Yes ☐ No

The program will be located in Santa Rosa County at the Santa Rosa County Industrial Park East, which is in close proximity to the College's Milton Campus. This current funding request to the Triumph Board will provide student usable space for up-to-date instruction, simulation, and on-the-road training, in addition to a recognized official testing site that will better equip students for employment in the industry. The training provided by PSC will enable students to earn Commercial Class "B" Driving and Commercial Vehicle Driving Certifications, resulting in living wage jobs with significant potential for growth in order to provide economic self-sufficiency for themselves and their families.

While often thought of as a “terminal certification” program, Commercial Vehicle Driving training program can also be marketed as a way for program completers who are working as a commercial driver to pay for college tuition and take advantage of “down time” and increasing opportunities for online education to student for a career pathway that includes college and university programs in supply chain management and logistics – a targeted industry for Florida.

b. Will the proposed program (check all that apply):

- ☒ Increase students’ technology skills and knowledge
- ☒ Encourage industry certifications
- ☐ Provide rigorous, alternative pathways for students to meet high school graduation requirements
- ☒ Strengthen career readiness initiatives
- ☐ Fund high-demand programs of emphasis at the bachelor’s and master’s level designated by the Board of Governors
- ☐ Encourage students with interest or aptitude for science, technology, engineering, mathematics, and medical disciplines to pursue postsecondary education at a state university or a Florida College System institution within the disproportionately affected counties (similar to or the same as talent retention programs created by the Chancellor of the State University System and the Commission on Education)

For each item checked above, describe how the proposed program will achieve these goals.

Increase students’ technology skills and knowledge.

The purpose of this program is to prepare students for a Class “A” Commercial Driver License (unrestricted). As stated in the Florida Department of Education Curriculum Framework for Career Preparatory Commercial Vehicle Driving:

This program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in the Transportation, Distribution and Logistics career cluster; provides technical skill proficiency, and includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of the Transportation, Distribution and Logistics career cluster.

This program focuses on broad, transferable skills and stresses understanding and demonstration of the following elements of the Commercial Vehicle Driving industry; planning, management, labor issues, community issues and health, safety, and environmental issues. The content includes but is not limited to the following: Loading and unloading cargo; reporting delays or accidents on the road; verifying load against shipping papers; and keeping records.

After successfully completing this program, the student will be able to perform the following standards (Student Performance Standards are detailed in the Curriculum Framework, Attachment H):

- 01.0 Understand vehicle safety and accident prevention procedures.
- 02.0 Understand and comply with vehicle operating regulations.
- 03.0 Demonstrate proper cargo handling and documentation procedures.
- 04.0 Demonstrate trip planning preparation procedures.
- 05.0 Demonstrate vehicle inspection procedures.
- 06.0 Perform vehicle maintenance and servicing procedures.
- 07.0 Demonstrate basic vehicle control procedures.
- 08.0 Demonstrate backing skills and basic vehicle maneuvers.
- 09.0 Demonstrate coupling and uncoupling skills.
- 10.0 Demonstrate road driving skills.
- 11.0 Demonstrate hazardous driving skills.
- 12.0 Apply concepts learned for obtaining a Commercial Driver's License (CDL).

In addition to gaining technical skills, completers will also gain “Career Ready Practices”:

- 1. Act as a responsible and contributing citizen and employee.
- 2. Apply appropriate academic and technical skills.
- 3. Attend to personal health and financial well-being.
- 4. Communicate clearly, effectively and with reason.
- 5. Consider the environmental, social and economic impacts of decisions.
- 6. Demonstrate creativity and innovation.
- 7. Employ valid and reliable research strategies.
- 8. Utilize critical thinking to make sense of problems and persevere in solving them.
- 9. Model integrity, ethical leadership and effective management.
- 10. Plan education and career path aligned to personal goals.
- 11. Use technology to enhance productivity.
- 12. Work productively in teams while using cultural/global competence.

Encourage industry certifications.

The training provided by PSC will enable students to earn Commercial Class “B” Driving and Commercial Vehicle Driving Certifications, resulting in living wage jobs with significant potential for growth in order to provide economic self-sufficiency for themselves and their families. In addition, students will learn about opportunities to earn other endorsements such as those which would make them eligible to drive passenger buses (city transit/school buses).

Students who pay for their industry certification with their own funds may apply to be reimbursed after successfully completing.

Strengthen career readiness initiatives.

The proposed program meets a number of Pensacola State College's priorities/goals to provide career ready graduates to the regional workforce, meeting both the needs of individuals striving for economic self-sufficiency for themselves and their families, and for employers facing critical labor shortages. The following Institutional Priorities and Goal, in particular, demonstrate the College's commitment to strengthening career readiness initiatives:

Institutional Priority #3: Enhancing the quality of instructional programs and services by increasing access to instructional programs and services through implementing new technologies and maintaining a physical presence in strategic locations throughout the College's services area.

Goal #6: Instructional excellence.

6.1.7. Create instructional programs based upon identified workforce needs and environmental scan of community.

- c. Will this proposal provide participants in the disproportionately affected counties with transferable, sustainable workforce skills but not confined to a single employer? If yes, please provide details.**

☒

Yes

☐

No

EDA 900B forms from companies with significant labor force needs in the next couple of years and letters of support from smaller companies indicate the diversity of employers and employment opportunities from which program completers will benefit. (Attachments B and C)

- d. Identify the disproportionately affected counties where the proposed programs will operate or provide participants with workforce skills.**

Escambia County and Santa Rosa County

e. Provide a detailed description of, and quantitative evidence demonstrating how the proposed project or program will promote:

- Economic recovery,
- Economic diversification,
- Enhancement of the disproportionately affected counties,
- Enhancement of a targeted industry.

This project was created in response to identified deficiencies in Workforce Board Region 1 (Escambia and Santa Rosa counties) caused by events such as Hurricanes Ivan, Dennis, and Sally, the economic recession, the Deepwater Horizon Oil Spill, and the COVID-19 pandemic. Primarily, there is the need to diversify our economy, historically heavily reliant on the tourism and hospitality industry, so that we're poised to withstand future natural and man-made disasters. Workforce talent development is a priority because it is often the most important factor current business and industry in our region to consider before expanding, or for site selectors looking for locations to open new businesses.

According to Enterprise Florida, *Logistics & Distribution* is "big business" in Florida and the broader wholesale trade, transportation and logistics industry employs more than half a million individuals. *Distribution Logistics & Transportation* is one of 11 industry sectors established by the eight-county Northwest Florida Career Pathways project, funded through a multi-year grant from the Gulf Power Foundation in partnership with education foundations, public school districts, local education institutions, and economic development organizations.

As detailed earlier, in March 2017, the American Trucking Association cited approximately 48,000 unfilled trucker positions nationwide, and predicts that the freight driver shortage could grow to more than 170,000 vacancies by 2025.³ In Florida alone, about 70% of all freight and/or commerce is transported via trucks.⁴ The Class A Commercial Driver's License earned by individuals enrolled in the project's transportation program will qualify them to drive interstate tractor-trailers utilized by a variety of industries nationwide. According to the Florida Economic Opportunity, Bureau of Labor Market Statistics (2019-2027 projections), the need for Heavy and Tractor-Trailer Truck Drivers in Escambia and Santa Rosa counties will grow by 1.1% resulting in 1,741 total job openings. The 2018 median hourly wage for these commercial truck drivers is \$16.92/hour. In addition, the demand for other driving occupations requiring a Commercial Driver's License (CDL), such as School or Special Client bus drivers, will increase 3.8% resulting in 665 openings in Escambia and Santa Rosa counties. CareerSource Escarosa, the regional workforce board, reported that they are receiving continuous requests from employers seeking CDL licensed drivers, and these job orders were going unfilled due to a lack of qualified candidates. According to Escambia County School District staff, Steven Harrell, Workforce Education Director, and Darlene Hart, Transportation Director, there is a critical shortage of school bus drivers. For example, on January 13, 2020, there was a shortage of 70 drivers, who would have covered 210 routes.

³ <http://cerasis.com/2017/03/17/freight-driver-shortage/>

⁴ <http://www.drivearmellini.com/Truck-driver-shortage-throughout-Florida.asp>

The national median annual wage for heavy and tractor-trailer truck drivers was \$45,260 (\$21,76 per hour) in May 2019, and employment is projected to grow 2 percent from 2019 to 2029. Increasing numbers of truck drivers will be necessary in order to keep supply chains moving as the demand for goods increases. Florida ranks #3 in the United States with the highest employment level in the heavy and tractor-trailer truck driving occupation. Nationally, employment for school bus drivers is projected to grow by 1.1%; job outlook for transit and intercity bus drivers is projected to grow by 11%. Florida ranks #4 in the nation for states with the highest employment level in the bus driving occupation. (National statistics: U.S. Department of Labor, Bureau of Labor Statistics; July 2020, bls.gov). As detailed in the following tables, transportation is a growing industry in the College's two-county service area.

Table 3. Jobs By Occupation, Region 1 (Escambia and Santa Rosa counties)							
SOC Code	SOC Title	Employment				Total Job Openings	2018 Median Hourly Wage
		2019	2027	Growth	Percent Growth		
53-3022	Bus Drivers, School or Special Client	658	683	25	3.8	665	\$9.71
53-3032	Heavy and Tractor-Trailer Truck Drivers	2,017	2,040	23	1.1	1,741	\$16.92
53-3033	Light Truck or Delivery Service Drivers	1,195	1,214	19	1.6	1,058	\$13.82
Source: <i>Projected Jobs Region 1 2019-2027</i> , Labor Market Statistics, Florida Department of Economic Opportunity.							

Table 4. Occupation Overview (Escambia and Santa Rosa counties)						
SOC Code	SOC Title	Jobs Data				2019 Median Hourly Wage
		2020	2030	Change	% Change	
53-3052	Bus Drivers, Transit and Intercity	92	106	15	16.1%	\$20.90
Source: <i>Occupation Overview, Bus Drivers, Transit and Intercity</i> , Emsi Analyst, October 2020.						

Emsi, an economic modeling company for which the College has a subscription, provides reports which show job posting analytics which help measure the demand for talent in the College's service area. This data is collected from the job postings created by employers. While the number of postings may be either higher or lower than the number of actual hires, this information provides information related to a realistic ratio of unique job postings to actual hires.

- Heavy and tractor-trailer truck drivers – 185; 1,668 unique job postings Jan 2020 – Sep 2020, 249 employers competing, 34-day median duration (typical); average monthly postings 390; average monthly hires 109
- Bus drivers, transit and intercity – 1; 10 unique job postings Jan 2020 – Sep 2020, 5 employers competing, 42-day median duration (8 days longer than typical); average monthly postings 4, average monthly hires 3
- Light truck drivers – 66; 592 unique job postings Jan 2020 – Sep 2020, 114 employers competing, 30-day median duration; average monthly postings 165, average monthly hires 93
- School bus drivers – 6 unique postings, 17 unique job postings;

2. Additional Information

- a. Is this an expansion of an existing training program? If yes, describe how the proposed program will enhance or improve the existing program and how the proposal program will supplement but not supplant existing funding sources.**

☒ Yes ☐ No

The current program was begun in late 2019 with the purchase of one truck utilizing funding from a Florida Governor's Job Growth Grant. Temporary classroom space is located on the Warrington Campus (predominantly home of health care training programs), with an arrangement made with the U.S. Navy for doing practice driving on a nearby unused airfield.

The proposed project program will supplement the existing program by providing a facility dedicated to this training purpose and additional vehicles, in order to greatly increase capacity. This facility will also allow for future expansion in adding complementary programs such as for diesel mechanics. Grant funds will support the project during the first three years of the ten-year project, allowing for sustainability beginning in Year 4.

- b. Indicate how the training will be delivered (e.g., classroom-based, computer-based, other).**

Training will be delivered through multiple modalities:

- Classroom-based
 - Includes use of simulators; and,
 - Depending on circumstances (such as Covid), may be delivered asynchronous (online) or synchronous (Live on Line).
- "On the road"
 - Includes on driving range and on the local/interstate road system

c. Identify the number of anticipated enrolled students and completers.

Academic Program	ENROLLMENTS									
	Yr1	Yr2	Yr3	YR4	YR5	YR6	YR7	YR8	YR9	YR10
Commercial Vehicle Driving	48	72	96	96	96	96	96	96	96	96

Academic Program	COMPLETERS									
	Yr1	Yr2	Yr3	YR4	YR5	YR6	YR7	YR8	YR9	YR10
Commercial Vehicle Driving	25	44	66	73	73	73	73	73	73	73

Academic Program	INDUSTRY CERTIFICATIONS EARNED									
	Yr1	Yr2	Yr3	YR4	YR5	YR6	YR7	YR8	YR9	YR10
Commercial Vehicle Driving	25	44	66	73	73	73	73	73	73	73

d. Indicate the length of the program (e.g., quarters, semesters, weeks, months, etc.) including anticipated beginning and ending dates.

Program	Length	Start	End
Commercial Vehicle Driving	320 hours (8 week term)	January March May July	March May July August

e. Describe the plan to support the sustainability of the proposed program.

As detailed earlier, the project is ambitious, yet attainable, and seamlessly integrates into the current operation of Pensacola State College. As mandated by Florida Statute, Florida College System institution that receives workforce education funds must use the money to benefit the workforce education programs it provides [Florida Statute 1011.80(8)(a)]. These funds may be used for equipment upgrades, program expansions, or any other use that would result in workforce education program improvement. In addition to ongoing collection of student tuition, one significant sustainability strategy is the increase in projected CAPE funding. Per Florida Statute:

- The Chancellor of Career and Adult Education shall identify the industry certifications eligible for funding on the CAPE Postsecondary Industry Certification Funding List approved by the State Board of Education pursuant to s. 1008.44, based on the occupational areas specified in the General Appropriations Act. [Florida Statute 1011.80(7)(b)(2)]

Community relationships will contribute to sustainability of the program as evidenced by the donation of a local delivery vehicle already received from the Lewis Bear Company of Pensacola.

Pensacola State College is fully committed to the support of the project. Equipment purchased for the program will become part of the College's inventory and as such, the PSC department such as Facilities, Planning and Construction (includes Transportation), and Information Technology Services will provide necessary maintenance and technical support.

The tuition and fees for this program are typically beyond the financial capability for most interested individuals (\$2,585 in-state; \$5,329.54 out-of-state). The College has been fortunate to have received some significant grant funding to provide scholarships to students in need. PSC will work with agencies such as CareerSource Escarosa and Community Action Program Committee to identify clients who may be eligible for their financial assistance. In addition, the College will work with prospective employers to identify additional scholarship and/or tuition reimbursement opportunities. This short (8-week) program is not currently financial aid eligible. However, there are avenues which can be pursued once the program has achieved full operational status for more than a year in order to attain this eligibility so that students can access federal financial aid.

f. Identify any certifications, degrees, etc. that will result from the completion of the program.

Program completers will be eligible to test for the Commercial Class "B" Driving and Commercial Vehicle Driving Certifications

g. Does this project have a local match amount? If yes, please describe the entity providing the match and the amount.

☒ Yes ☐ No

Match Source	Amount
Pensacola State College *\$2.9 million cash match (Attachment G: Attestation)	\$5,317,377.96
Santa Rosa county Economic Development	\$49,500
GEERS Rapid Credentialing Grant	\$250,000
Florida Department of Economic Opportunity Governor's Job Growth Grant	\$125,000
U.S. Department of Commerce, Economic Development Administration	\$1,600,000
Total Match	\$7,415,877.96

h. Provide any additional information or attachments to be considered for this proposal.

List of Attachments:

Attachment A	Financial Statement (PSC)
Attachment B	EDA 900B Forms
Attachment C	Letters of Support
Attachment D	Pensacola New Journal article describing land swap with Santa Rosa County
Attachment E	Lease Agreement
Attachment F	PSC Board of Trustees Policy 6Hx20-1.003
Attachment G	Attestation of PSC cash match
Attachment H	Commercial Vehicle Driving curriculum framework
Attachment I	Building and Site Information

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Table 2	Opportunity Zones information
Table 3	Jobs by Occupation
Table 4	Occupational Overview
Table 5	EDA 900B Forms
Table 6	Projected Enrollments/Completions
Table 7	Baseline Data for Deliverables
Table 8	Project Costs
Table 9	Other Funding Sources
Table 10	Budget Narrative

Attachment List

Attachment A	Financial Statement (PSC)
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Attachment I	Building and Site Information

Attachment A Financial Statement (PSC)

STATE OF FLORIDA AUDITOR GENERAL

Financial Audit

Report No. 2020-143
March 2020

PENSACOLA STATE COLLEGE

For the Fiscal Year Ended
June 30, 2019



Sherrill F. Norman, CPA
Auditor General

Board of Trustees and President

During the 2018-19 fiscal year, Dr. Charles E. Meadows served as President of Pensacola State College and the following individuals served as Members of the Board of Trustees:

	<u>County</u>
Patrick R. Dawson, Chair	Santa Rosa
Harold Edward Moore, Vice Chair from 8-21-18 ^a	Escambia
Chip W. Simmons, Vice Chair through 8-10-18 ^{a b}	Escambia
Carol H. Carlan	Escambia
Kevin Robert Lacz	Santa Rosa
Marjorie T. Moore	Escambia
Wendell E. Smith	Santa Rosa
Herbert Woll	Santa Rosa

^a Vice Chair position vacant 8-11-18, through 8-20-18.

^b Trustee position vacant 8-11-18, through 6-30-19.

Note: One Trustee position was vacant during the fiscal year.

The Auditor General conducts audits of governmental entities to provide the Legislature, Florida's citizens, public entity management, and other stakeholders unbiased, timely, and relevant information for use in promoting government accountability and stewardship and improving government operations.

The team leader was Christy L. Johnson, CPA, and the audit was supervised by Kenneth C. Danley, CPA.

Please address inquiries regarding this report to Jaime N. Hoelscher, CPA, Audit Manager, by e-mail at jaimehoelscher@aud.state.fl.us or by telephone at (850) 412-2868.

This report and other reports prepared by the Auditor General are available at:

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State of Florida Auditor General

Claude Pepper Building, Suite G74 · 111 West Madison Street · Tallahassee, FL 32399-1450 · (850) 412-2722

PENSACOLA STATE COLLEGE

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SUMMARY

SUMMARY OF REPORT ON FINANCIAL STATEMENTS

Our audit disclosed that the basic financial statements of Pensacola State College (a component unit of the State of Florida) were presented fairly, in all material respects, in accordance with prescribed financial reporting standards.

SUMMARY OF REPORT ON INTERNAL CONTROL AND COMPLIANCE

Our audit did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*, issued by the Comptroller General of the United States.

AUDIT OBJECTIVES AND SCOPE

Our audit objectives were to determine whether Pensacola State College and its officers with administrative and stewardship responsibilities for College operations had:

- Presented the College's basic financial statements in accordance with generally accepted accounting principles;
- Established and implemented internal control over financial reporting and compliance with requirements that could have a direct and material effect on the financial statements; and
- Complied with the various provisions of laws, rules, regulations, contracts, and grant agreements that are material to the financial statements.

The scope of this audit included an examination of the College's basic financial statements as of and for the fiscal year ended June 30, 2019. We obtained an understanding of the College's environment, including its internal control, and assessed the risk of material misstatement necessary to plan the audit of the basic financial statements. We also examined various transactions to determine whether they were executed, in both manner and substance, in accordance with governing provisions of laws, rules, regulations, contracts, and grant agreements.

An examination of Federal awards administered by the College is included within the scope of our Statewide audit of Federal awards administered by the State of Florida.

AUDIT METHODOLOGY

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and applicable standards contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.



Sherrill F. Norman, CPA
Auditor General

AUDITOR GENERAL STATE OF FLORIDA

Claude Denson Pepper Building, Suite G74
111 West Madison Street
Tallahassee, Florida 32399-1450



Phone: (850) 412-2722
Fax: (850) 488-6975

The President of the Senate, the Speaker of the
House of Representatives, and the
Legislative Auditing Committee

INDEPENDENT AUDITOR'S REPORT

Report on the Financial Statements

We have audited the accompanying financial statements of Pensacola State College, a component unit of the State of Florida, and its aggregate discretely presented component units as of and for the fiscal year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the College's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of the aggregate discretely presented component units, which represent 100 percent of the transactions and account balances of the aggregate discretely presented component units columns. Those statements were audited by other auditors whose reports have been furnished to us, and our opinion, insofar as it relates to the amounts included for the aggregate discretely presented component units, is based solely on the reports of the other auditors. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, based on our audit and the reports of other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of Pensacola State College and of its aggregate discretely presented component units as of June 30, 2019, and the respective changes in financial position and, where applicable, cash flows thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matter

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that **MANAGEMENT'S DISCUSSION AND ANALYSIS**, the **Schedule of Changes in the College's Total Other Postemployment Benefits Liability and Related Ratios**, **Schedule of the College's Proportionate Share of the Net Pension Liability – Florida Retirement System Pension Plan**, **Schedule of College Contributions – Florida Retirement System Pension Plan**, **Schedule of the College's Proportionate Share of the Net Pension Liability – Health Insurance Subsidy Pension Plan**, **Schedule of College Contributions – Health Insurance Subsidy Pension Plan**, and **Notes to Required Supplementary Information**, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We and other auditors have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 9, 2020, on our consideration of the Pensacola State College's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, rules, regulations, contracts, and grant agreements and other matters included under the heading **INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Pensacola State College's internal control over financial reporting and compliance.

Respectfully submitted,



Sherrill F. Norman, CPA
Tallahassee, Florida
March 9, 2020

MANAGEMENT'S DISCUSSION AND ANALYSIS

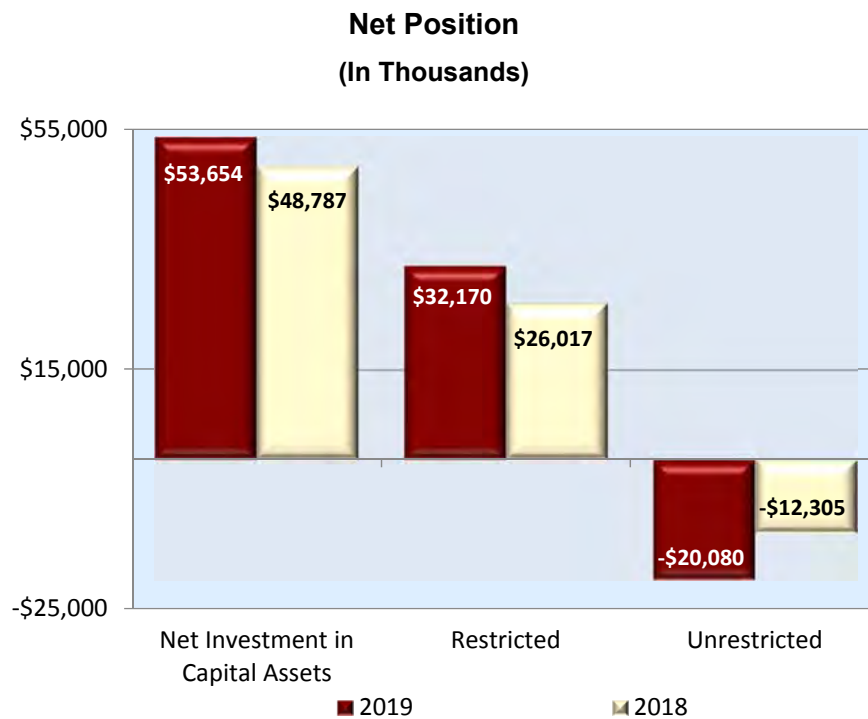
Management's discussion and analysis (MD&A) provides an overview of the financial position and activities of the College for the fiscal year ended June 30, 2019, and should be read in conjunction with the financial statements and notes thereto. The MD&A, and financial statements and notes thereto, are the responsibility of College management. The MD&A contains financial activity of the College for the fiscal years ended June 30, 2019, and June 30, 2018, and its component units, the Pensacola State College Foundation, Inc. for the fiscal years ended December 31, 2018, and December 31, 2017, and the WSRE-TV Foundation, Inc. for the fiscal years ended June 30, 2019, and June 30, 2018.

FINANCIAL HIGHLIGHTS

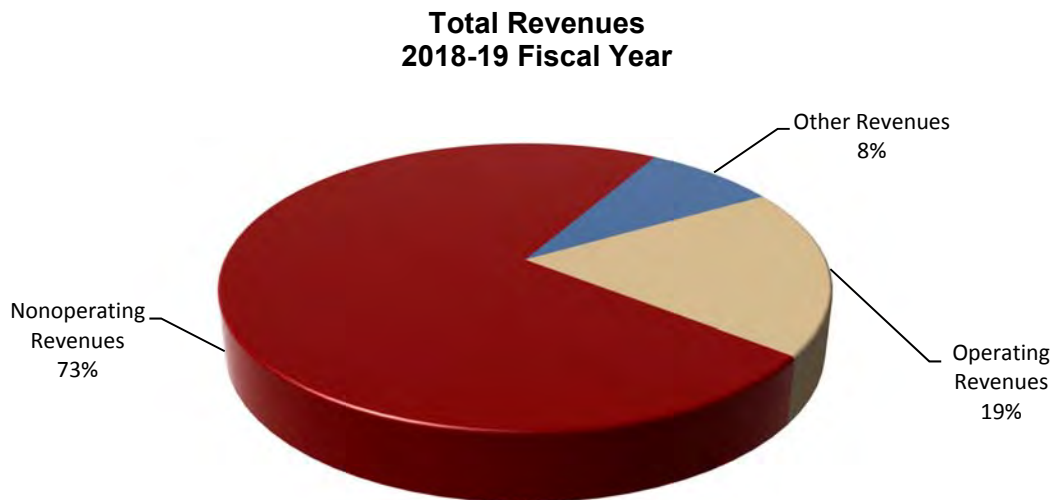
The College's assets and deferred outflows of resources totaled \$109.4 million at June 30, 2019. This balance reflects a \$6.1 million, or 5.9 percent, increase as compared to the 2017-18 fiscal year. In addition to the assets and deferred outflow of resources increase, liabilities and deferred inflows of resources increased by \$2.9 million, or 7 percent, totaling \$43.6 million at June 30, 2019. As a result, the College's net position increased by \$3.2 million, resulting in a fiscal year-end balance of \$65.7 million.

The College's operating revenues totaled \$16.5 million for the 2018-19 fiscal year, representing a 0.7 percent decrease compared to the 2017-18 fiscal year. Operating expenses totaled \$84.4 million for the 2018-19 fiscal year, representing an increase of 5.6 percent as compared to the 2017-18 fiscal year.

Net position represents the residual interest in the College's assets and deferred outflows of resources after deducting liabilities and deferred inflows of resources. The College's comparative total net position by category for the fiscal years ended June 30, 2019, and June 30, 2018, is shown in the following graph:



The following chart provides a graphical presentation of College revenues by category for the 2018-19 fiscal year:



OVERVIEW OF FINANCIAL STATEMENTS

Pursuant to Governmental Accounting Standards Board (GASB) Statement No. 35, the College's financial report consists of three basic financial statements: the statement of net position; the statement of revenues, expenses, and changes in net position; and the statement of cash flows. The financial statements, and notes thereto, encompass the College and its component units:

- Pensacola State College (Primary Institution) – Most of the programs and services generally associated with a college fall into this category, including instruction, public service, and support services.
- Pensacola State College Foundation, Inc. (Component Unit) – Although legally separate, this component unit is important because the College is financially accountable for it, as the College reports its financial activities to the State of Florida. This component unit provides funding and services to support and foster the pursuit of higher education at the College.
- WSRE-TV Foundation, Inc. (Component Unit) – Although legally separate, this component unit is important because the College is financially accountable for it, as the College reports its financial activities to the State of Florida. This component unit provides funding and services to support and foster the activities, operations, and capital needs of WSRE-TV, a public telecommunications station owned and operated by the College.

Based on the application of the criteria for determining component units, the Pensacola State College Foundation, Inc. and the WSRE-TV Foundation, Inc. are included within the College reporting entity as discretely presented component units.

Information regarding these component units, including summaries of the discretely presented component units' separately issued financial statements, is presented in the notes to financial statements.

The Statement of Net Position

The statement of net position reflects the assets, deferred outflows of resources, liabilities, and deferred inflows of resources of the College, using the accrual basis of accounting, and presents the financial position of the College at a specified time. Assets, plus deferred outflows of resources, less liabilities, less deferred inflows of resources, equals net position, which is one indicator of the College's current financial condition. The changes in net position that occur over time indicate improvement or deterioration in the College's financial condition.

The following summarizes the assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position of the College and its component units for the respective fiscal years ended:

Condensed Statement of Net Position at

(In Thousands)

	College		Component Units (1)	
	6-30-19	6-30-18	2019	2018
Assets				
Current Assets	\$ 24,244	\$ 28,229	\$ 14,416	\$ 16,051
Capital Assets, Net	53,690	48,872	148	96
Other Noncurrent Assets	20,134	14,874	13,168	12,834
Total Assets	98,068	91,975	27,732	28,981
Deferred Outflows of Resources	11,323	11,318	-	-
Liabilities				
Current Liabilities	7,687	5,716	190	124
Noncurrent Liabilities	31,502	31,292	114	123
Total Liabilities	39,189	37,008	304	247
Deferred Inflows of Resources	4,458	3,786	158	173
Net Position				
Net Investment in Capital Assets	53,654	48,787	148	96
Restricted	32,170	26,017	24,221	25,565
Unrestricted	(20,080)	(12,305)	2,901	2,900
Total Net Position	\$ 65,744	\$ 62,499	\$ 27,270	\$ 28,561

(1) For the 2019 year, the amounts reported are for the WSRE-TV Foundation, Inc. fiscal year ended June 30, 2019, and for the Pensacola State College Foundation, Inc. fiscal year ended December 31, 2018. For the 2018 year, the amounts reported are for the WSRE-TV Foundation, Inc. fiscal year ended June 30, 2018, and for the Pensacola State College Foundation, Inc. fiscal year ended December 31, 2017.

Assets increased by \$6.1 million, or 6.6 percent, primarily due to increased capitalized construction costs. There were no significant changes in the deferred outflows of resources, liabilities, deferred inflows of resources, or net position from the 2017-18 fiscal year to the 2018-19 fiscal year.

The Statement of Revenues, Expenses, and Changes in Net Position

The statement of revenues, expenses, and changes in net position presents the College's revenue and expense activity, categorized as operating and nonoperating. Revenues and expenses are recognized when earned or incurred, regardless of when cash is received or paid.

The following summarizes the activity of the College and its component units for the respective fiscal years ended:

**Condensed Statement of Revenues, Expenses, and Changes in Net Position
For the Fiscal Years Ended**

(In Thousands)

	College		Component Units (1)	
	6-30-19	6-30-18	2019	2018
Operating Revenues	\$ 16,541	\$ 16,657	\$ 2,661	\$ 2,539
Less, Operating Expenses	84,399	79,919	3,182	3,469
Operating Loss	(67,858)	(63,262)	(521)	(930)
Net Nonoperating Revenues (Expenses)	63,847	59,888	(1,082)	3,129
Income (Loss) Before Other Revenues	(4,011)	(3,374)	(1,603)	2,199
Other Revenues	7,256	3,891	312	258
Net Increase (Decrease) In Net Position	3,245	517	(1,291)	2,457
Net Position, Beginning of Year	62,499	62,864	28,561	26,264
Adjustments to Beginning Net Position (2)	-	(882)	-	(160)
Net Position, Beginning of Year, as Restated	62,499	61,982	28,561	26,104
Net Position, End of Year	<u>\$ 65,744</u>	<u>\$ 62,499</u>	<u>\$ 27,270</u>	<u>\$ 28,561</u>

- (1) For the 2019 year, the amounts reported are for the WSRE-TV Foundation, Inc. fiscal year ended June 30, 2019, and for the Pensacola State College Foundation, Inc. fiscal year ended December 31, 2018. For the 2018 year, the amounts reported are for the WSRE-TV Foundation, Inc. fiscal year ended June 30, 2018, and for the Pensacola State College Foundation, Inc. fiscal year ended December 31, 2017.
- (2) For the 2017-18 fiscal year, the College's beginning net position was decreased due to the implementation of GASB Statement No. 75. For the 2018 year, the Pensacola State College Foundation Inc.'s beginning net position was decreased due to the implementation of GASB Statement No. 81.

Operating Revenues

GASB Statement No. 35 categorizes revenues as either operating or nonoperating. Operating revenues generally result from exchange transactions where each of the parties to the transaction either gives or receives something of equal or similar value.

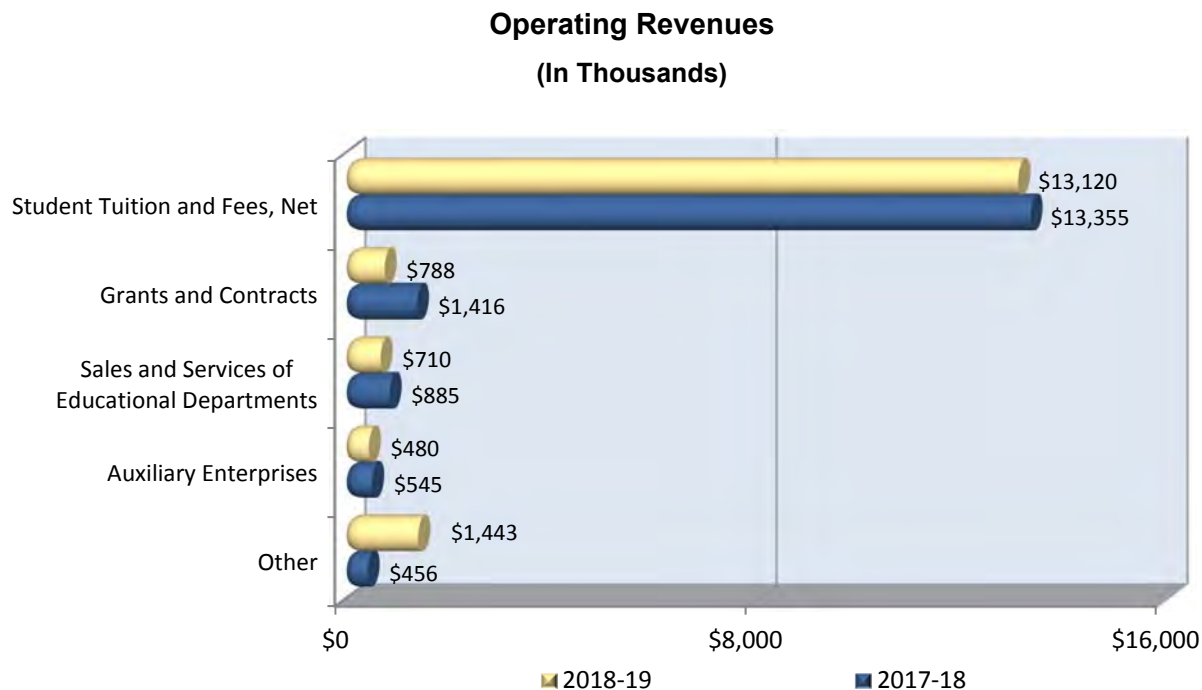
The following summarizes the operating revenues by source for the College and its component units that were used to fund operating activities for the respective fiscal years ended:

**Operating Revenues
For the Fiscal Years Ended**
(In Thousands)

	College		Component Units (1)	
	6-30-19	6-30-18	2019	2018
Student Tuition and Fees, Net	\$ 13,120	\$ 13,355	\$ -	\$ -
Grants and Contracts	788	1,416	-	-
Sales and Services of Educational Departments	710	885	-	-
Auxiliary Enterprises	480	545	-	-
Other	1,443	456	2,661	2,539
Total Operating Revenues	\$ 16,541	\$ 16,657	\$ 2,661	\$ 2,539

(1) For the 2019 year, the amounts reported are for the WSRE-TV Foundation, Inc. fiscal year ended June 30, 2019, and for the Pensacola State College Foundation, Inc. fiscal year ended December 31, 2018. For the 2018 year, the amounts reported are for the WSRE-TV Foundation, Inc. fiscal year ended June 30, 2018, and for the Pensacola State College Foundation, Inc. fiscal year ended December 31, 2017.

The following chart presents the College's operating revenues for the 2018-19 and 2017-18 fiscal years:



Operating revenues did not change significantly from the prior fiscal year.

Operating Expenses

Expenses are categorized as operating or nonoperating. The majority of the College's expenses are operating expenses as defined by GASB Statement No. 35. GASB gives financial reporting entities the choice of reporting operating expenses in the functional or natural classifications. The College has chosen to report the expenses in their natural classification on the statement of revenues, expenses, and changes in net position and has displayed the functional classification in the notes to financial statements.

The following summarizes operating expenses by natural classification for the College and its component units for the respective fiscal years ended:

**Operating Expenses
For the Fiscal Years Ended**

(In Thousands)

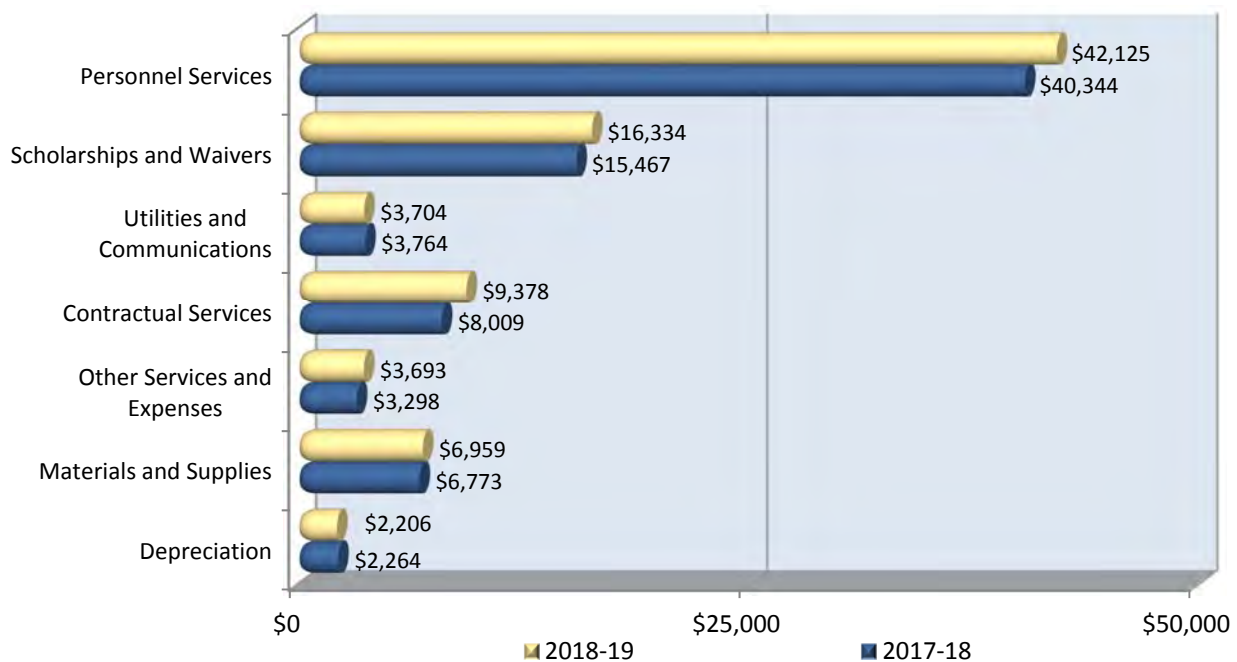
	College		Component Units (1)	
	6-30-19	6-30-18	2019	2018
Personnel Services	\$ 42,125	\$ 40,344	\$ -	\$ -
Scholarships and Waivers	16,334	15,467	704	632
Utilities and Communications	3,704	3,764	13	15
Contractual Services	9,378	8,009	757	673
Other Services and Expenses	3,693	3,298	1,397	1,334
Materials and Supplies	6,959	6,773	290	803
Depreciation	2,206	2,264	21	12
Total Operating Expenses	\$ 84,399	\$ 79,919	\$ 3,182	\$ 3,469

(1) For the 2019 year, the amounts reported are for the WSRE-TV Foundation, Inc. fiscal year ended June 30, 2019, and for the Pensacola State College Foundation, Inc. fiscal year ended December 31, 2018. For the 2018 year, the amounts reported are for the WSRE-TV Foundation, Inc. fiscal year ended June 30, 2018, and for the Pensacola State College Foundation, Inc. fiscal year ended December 31, 2017.

The following chart presents the College's operating expenses for the 2018-19 and 2017-18 fiscal years:

Operating Expenses

(In Thousands)



College operating expenses increased by \$4.5 million due, in part, to a \$1.8 million increase in personnel expenses and a \$1.4 million increase in contractual services due, in part, to the new enterprise resource planning system contract with Workday.

Nonoperating Revenues and Expenses

Certain revenue sources that the College relies on to provide funding for operations, including State noncapital appropriations, Federal and State student financial aid, certain gifts and grants, and investment income are defined by GASB as nonoperating. Nonoperating expenses include capital financing costs and other costs related to capital assets. The following summarizes the College's nonoperating revenues and expenses for the 2018-19 and 2017-18 fiscal years:

Nonoperating Revenues (Expenses)		
For the Fiscal Years		
(In Thousands)		
	2018-19	2017-18
State Noncapital Appropriations	\$ 35,900	\$ 35,628
Federal and State Student Financial Aid	22,068	21,118
Gifts and Grants	5,712	3,036
Investment Income	141	115
Other Nonoperating Revenues	55	9
Loss on Disposal of Capital Assets	(26)	-
Interest on Capital Asset-Related Debt	(3)	(18)
Net Nonoperating Revenues	\$ 63,847	\$ 59,888

Net nonoperating revenues increased primarily due to a \$1 million increase in Federal and State student financial aid and a \$2.7 million increase in gifts and grants in the 2018-19 fiscal year.

Other Revenues

This category is composed of State capital appropriations and capital grants, contracts, gifts, and fees. The following summarizes the College's other revenues for the 2018-19 and 2017-18 fiscal years:

Other Revenues		
For the Fiscal Years		
(In Thousands)		
	2018-19	2017-18
State Capital Appropriations	\$ 4,789	\$ 1,902
Capital Grants, Contracts, Gifts, and Fees	2,467	1,989
Total	\$ 7,256	\$ 3,891

Other revenues increased by \$3.4 million primarily due to Public Education Capital Outlay appropriations for replacing the Baars Building.

The Statement of Cash Flows

The statement of cash flows provides information about the College's financial results by reporting the major sources and uses of cash and cash equivalents. This statement will assist in evaluating the College's ability to generate net cash flows, its ability to meet its financial obligations as they come due, and its need for external financing. Cash flows from operating activities show the net cash used by the operating activities of the College. Cash flows from capital and related financing activities include all plant funds and related long-term debt activities. Cash flows from investing activities show the net source and use of cash related to purchasing or selling investments, and earning income on those investments. Cash flows from noncapital financing activities include those activities not covered in other sections.

The following summarizes the College's cash flows for the 2018-19 and 2017-18 fiscal years:

Condensed Statement of Cash Flows For the Fiscal Years (In Thousands)

	<u>2018-19</u>	<u>2017-18</u>
Cash Provided (Used) by:		
Operating Activities	\$ (64,316)	\$ (59,719)
Noncapital Financing Activities	63,680	59,783
Capital and Related Financing Activities	1,141	2,804
Investing Activities	<u>144</u>	<u>121</u>
Net Increase in Cash and Cash Equivalents	649	2,989
Cash and Cash Equivalents, Beginning of Year	<u>31,144</u>	<u>28,155</u>
Cash and Cash Equivalents, End of Year	<u>\$ 31,793</u>	<u>\$ 31,144</u>

Major sources of funds came from State noncapital appropriations (\$35.9 million), Federal and State student financial aid (\$22.1 million), and net student tuition and fees (\$13.4 million). Major uses of funds were for payments to employees and for employee benefits (\$41.1 million), payments for scholarships (\$16.3 million), and payments to suppliers (\$19.7 million).

Cash and cash equivalents did not change significantly from the prior fiscal year.

CAPITAL ASSETS, CAPITAL EXPENSES AND COMMITMENTS, AND DEBT ADMINISTRATION

Capital Assets

At June 30, 2019, the College had \$124.5 million in capital assets, less accumulated depreciation of \$70.8 million, for net capital assets of \$53.7 million. Depreciation charges for the current fiscal year totaled \$2.2 million. The following table summarizes the College's capital assets, net of accumulated depreciation, at June 30:

Capital Assets, Net at June 30

(In Thousands)

	2019	2018
Land	\$ 12,795	\$ 12,795
Artwork/Artifacts	135	119
Construction in Progress	5,523	1,131
Buildings	31,846	32,778
Other Structures and Improvements	574	701
Furniture, Machinery, and Equipment	2,817	1,348
Capital Assets, Net	\$ 53,690	\$ 48,872

Additional information about the College's capital assets is presented in the notes to financial statements.

Capital Expenses and Commitments

Major capital expenses through June 30, 2019, were incurred on the Baars Building replacement. The College's construction commitments at June 30, 2019, are as follows:

	Amount (In Thousands)
Total Committed	\$ 13,829
Completed to Date	5,523
Balance Committed	\$ 8,306

Additional information about the College's construction commitments is presented in the notes to financial statements.

Debt Administration

As of June 30, 2019, the College had \$36,000 in long-term debt outstanding as compared to \$86,000 at the end of the prior fiscal year, representing a decrease of \$50,000, or 58.1 percent, from the prior fiscal year.

The State Board of Education issues capital outlay bonds on behalf of the College. During the 2018-19 fiscal year, there were no bond sales and debt repayments totaled \$50,000. Additional information about the College's long-term debt is presented in the notes to financial statements.

ECONOMIC FACTORS THAT WILL AFFECT THE FUTURE

The College's economic condition is closely tied to that of the State of Florida. Because of limited economic growth and increased demand for State resources, only a modest increase in State funding is anticipated in the 2019-20 fiscal year.

REQUESTS FOR INFORMATION

Questions concerning information provided in the MD&A or other required supplementary information, and financial statements and notes thereto, or requests for additional financial information should be addressed to the Vice President for Business Affairs, Pensacola State College, 1000 College Boulevard, Pensacola, Florida 32504.

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BASIC FINANCIAL STATEMENTS

PENSACOLA STATE COLLEGE A Component Unit of the State of Florida Statement of Net Position

June 30, 2019

	College	Component Units
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 6,828,261	\$ 1,429,773
Restricted Cash and Cash Equivalents	4,831,679	-
Investments	-	12,739,090
Accounts Receivable, Net	482,034	142,851
Notes Receivable, Net	112,114	-
Due from Other Governmental Agencies	11,875,793	-
Due from Component Unit	3,241	-
Prepaid Expenses	110,106	79,095
Deposits	1,201	-
Other Current Assets	-	25,000
Total Current Assets	24,244,429	14,415,809
Noncurrent Assets:		
Restricted Cash and Cash Equivalents	20,133,055	-
Investments	-	12,820,660
Restricted Investments	475	-
Other Noncurrent Assets	-	347,717
Depreciable Capital Assets, Net	35,238,081	147,957
Nondepreciable Capital Assets	18,452,375	-
Total Noncurrent Assets	73,823,986	13,316,334
TOTAL ASSETS	98,068,415	27,732,143
DEFERRED OUTFLOWS OF RESOURCES		
Other Postemployment Benefits	53,340	-
Pensions	11,269,294	-
TOTAL DEFERRED OUTFLOWS OF RESOURCES	11,322,634	-
LIABILITIES		
Current Liabilities:		
Accounts Payable	2,022,871	33,018
Salary and Payroll Taxes Payable	1,934,461	-
Construction Contracts Payable	1,798,697	-
Retainage Payable	289,913	-
Unearned Revenue	647,477	156,961
Deposits Held for Others	297,372	-
Long-Term Liabilities - Current Portion:		
Bonds Payable	36,000	-
Compensated Absences Payable	416,012	-
Other Postemployment Benefits Payable	53,340	-
Net Pension Liability	190,910	-
Total Current Liabilities	7,687,053	189,979

	<u>College</u>	<u>Component Units</u>
LIABILITIES (Continued)		
Noncurrent Liabilities:		
Compensated Absences Payable	4,477,021	-
Other Postemployment Benefits Payable	788,364	-
Net Pension Liability	26,236,565	-
Other Long-Term Liabilities	-	114,410
Total Noncurrent Liabilities	<u>31,501,950</u>	<u>114,410</u>
TOTAL LIABILITIES	<u>39,189,003</u>	<u>304,389</u>
DEFERRED INFLOWS OF RESOURCES		
Other Postemployment Benefits	37,483	-
Pensions	4,420,472	-
Irrevocable Split-Interest Agreements	-	157,835
TOTAL DEFERRED INFLOWS OF RESOURCES	<u>4,457,955</u>	<u>157,835</u>
NET POSITION		
Net Investment in Capital Assets	53,654,456	147,957
Restricted:		
Nonexpendable:		
Endowment	-	10,668,268
Expendable:		
Endowment	-	1,237,012
Grants and Loans	1,520,629	-
Scholarships	316,366	-
Capital Projects	30,331,844	-
Debt Service	475	-
Other	-	12,315,477
Unrestricted	<u>(20,079,679)</u>	<u>2,901,205</u>
TOTAL NET POSITION	<u>\$ 65,744,091</u>	<u>\$ 27,269,919</u>

The accompanying notes to financial statements are an integral part of this statement.

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PENSACOLA STATE COLLEGE
A Component Unit of the State of Florida
Statement of Revenues, Expenses, and Changes in Net Position
For the Fiscal Year Ended June 30, 2019

	<u>College</u>	<u>Component Units</u>
REVENUES		
Operating Revenues:		
Student Tuition and Fees, Net of Scholarship Allowances of \$8,383,761	\$ 13,120,394	\$ -
Federal Grants and Contracts	756,523	-
Nongovernmental Grants and Contracts	31,023	-
Sales and Services of Educational Departments	710,449	-
Auxiliary Enterprises	479,752	-
Other Operating Revenues	1,443,217	2,661,733
Total Operating Revenues	<u>16,541,358</u>	<u>2,661,733</u>
EXPENSES		
Operating Expenses:		
Personnel Services	42,125,258	-
Scholarships and Waivers	16,333,918	704,043
Utilities and Communications	3,703,953	12,840
Contractual Services	9,378,501	756,865
Other Services and Expenses	3,692,609	1,397,058
Materials and Supplies	6,958,930	289,858
Depreciation	2,205,544	21,724
Total Operating Expenses	<u>84,398,713</u>	<u>3,182,388</u>
Operating Loss	<u>(67,857,355)</u>	<u>(520,655)</u>
NONOPERATING REVENUES (EXPENSES)		
State Noncapital Appropriations	35,899,947	-
Federal and State Student Financial Aid	22,067,514	-
Gifts and Grants	5,712,006	-
Net Loss on Investments	-	(1,707,773)
Investment Income	141,262	625,964
Other Nonoperating Revenues	55,030	-
Loss on Disposal of Capital Assets	(26,132)	-
Interest on Capital Asset-Related Debt	(3,220)	-
Net Nonoperating Revenues (Expenses)	<u>63,846,407</u>	<u>(1,081,809)</u>
Loss Before Other Revenues	<u>(4,010,948)</u>	<u>(1,602,464)</u>
State Capital Appropriations	4,788,714	-
Capital Grants, Contracts, Gifts, and Fees	2,467,107	-
Additions to Endowments	-	311,843
Total Other Revenues	<u>7,255,821</u>	<u>311,843</u>
Increase (Decrease) in Net Position	<u>3,244,873</u>	<u>(1,290,621)</u>
Net Position, Beginning of Year	<u>62,499,218</u>	<u>28,560,540</u>
Net Position, End of Year	<u>\$ 65,744,091</u>	<u>\$ 27,269,919</u>

The accompanying notes to financial statements are an integral part of this statement.

PENSACOLA STATE COLLEGE
A Component Unit of the State of Florida
Statement of Cash Flows
For the Fiscal Year Ended June 30, 2019

	<u>College</u>
CASH FLOWS FROM OPERATING ACTIVITIES	
Student Tuition and Fees, Net	\$ 13,364,006
Grants and Contracts	671,526
Payments to Suppliers	(19,717,767)
Payments for Utilities and Communications	(3,703,953)
Payments to Employees	(31,577,273)
Payments for Employee Benefits	(9,564,501)
Payments for Scholarships	(16,333,918)
Loans Issued to Students	(1,387,750)
Collection on Loans to Students	1,367,724
Auxiliary Enterprises	462,228
Sales and Services of Educational Departments	710,449
Other Receipts	1,393,695
Net Cash Used by Operating Activities	<u>(64,315,534)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES	
State Noncapital Appropriations	35,899,947
Federal and State Student Financial Aid	22,067,514
Federal Direct Loan Program Receipts	3,905,932
Federal Direct Loan Program Disbursements	(3,905,932)
Gifts and Grants	5,712,006
Net Cash Provided by Noncapital Financing Activities	<u>63,679,467</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
State Capital Appropriations	3,664,687
Capital Grants and Gifts	2,467,107
Proceeds from Sale of Capital Assets	28,898
Purchases of Capital Assets	(4,966,928)
Principal Paid on Capital Debt	(50,000)
Interest Paid on Capital Debt	(3,220)
Net Cash Provided by Capital and Related Financing Activities	<u>1,140,544</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Proceeds from Sales and Maturities of Investments	2,934
Investment Income	141,262
Net Cash Provided by Investing Activities	<u>144,196</u>
Net Increase in Cash and Cash Equivalents	648,673
Cash and Cash Equivalents, Beginning of Year	<u>31,144,322</u>
Cash and Cash Equivalents, End of Year	<u><u>\$ 31,792,995</u></u>

	<u>College</u>
RECONCILIATION OF OPERATING LOSS	
TO NET CASH USED BY OPERATING ACTIVITIES	
Operating Loss	\$ (67,857,355)
Adjustments to Reconcile Operating Loss	
to Net Cash Used by Operating Activities:	
Depreciation Expense	2,205,544
Changes in Assets, Liabilities, Deferred Outflows of Resources,	
and Deferred Inflows of Resources:	
Receivables, Net	104,738
Prepaid Expenses	389,637
Deposits	(802)
Accounts Payable	789,619
Salaries and Payroll Taxes Payable	46,902
Unearned Revenue	(882,006)
Deposits Held for Others	(47,731)
Compensated Absences Payable	(81,794)
Other Postemployment Benefits Payable	2,351
Net Pension Liability	348,027
Deferred Outflows of Resources Related to Other Postemployment Benefits	(6,728)
Deferred Inflows of Resources Related to Other Postemployment Benefits	10,240
Deferred Outflows of Resources Related to Pensions	2,480
Deferred Inflows of Resources Related to Pensions	661,344
NET CASH USED BY OPERATING ACTIVITIES	<u><u>\$ (64,315,534)</u></u>
SUPPLEMENTAL DISCLOSURE OF NONCASH CAPITAL FINANCING ACTIVITIES	
Losses from the disposal of capital assets were recognized on the statement of	
revenues, expenses, and changes in net position, but are not cash transactions for the	
statement of cash flows.	\$ (26,132)
Donations of capital assets were recognized on the statement of revenues, expenses,	
and changes in net position, but are not cash transactions for the statement of cash	
flows.	\$ 15,800

The accompanying notes to financial statements are an integral part of this statement.

NOTES TO FINANCIAL STATEMENTS

1. Summary of Significant Accounting Policies

Reporting Entity. The governing body of Pensacola State College, a component unit of the State of Florida, is the College Board of Trustees. The Board of Trustees constitutes a corporation and is composed of nine members appointed by the Governor and confirmed by the Senate. There were seven active Board members at the College as of June 30, 2019. The Board of Trustees is under the general direction and control of the Florida Department of Education, Division of Florida Colleges, and is governed by State law and State Board of Education (SBE) rules. However, the Board of Trustees is directly responsible for the day-to-day operations and control of the College within the framework of applicable State laws and SBE rules. The College serves Escambia and Santa Rosa Counties.

Criteria for defining the reporting entity are identified and described in the Governmental Accounting Standards Board's (GASB) *Codification of Governmental Accounting and Financial Reporting Standards*, Sections 2100 and 2600. These criteria were used to evaluate potential component units for which the Board of Trustees is financially accountable and other organizations for which the nature and significance of their relationship with the Board of Trustees are such that exclusion would cause the College's financial statements to be misleading. Based on the application of these criteria, the College is a component unit of the State of Florida, and its financial balances and activities are reported in the State's Comprehensive Annual Financial Report by discrete presentation.

Discretely Presented Component Units. Based on the application of the criteria for determining component units, the following component units are included within the College's reporting entity:

- Pensacola State College Foundation, Inc.: This legally separate organization provides funding and services to support and foster the pursuit of higher education at the College and is governed by a separate board.
- WSRE-TV Foundation, Inc.: This legally separate organization provides funding and services to support and foster the activities, operations, and capital needs of WSRE-TV, a public telecommunications station operated by the College, and is governed by a separate board.

The College's component units, as described above, are also direct-support organizations, as defined in Section 1004.70, Florida Statutes, and although legally separate from the College, are financially accountable to the College. The component units are managed independently, outside the College's budgeting process, and their powers generally are vested in a governing board pursuant to various State statutes. The component units receive, hold, invest, and administer property, and make expenditures to or for the benefit of the College.

The College's component units are audited by other auditors pursuant to Section 1004.70(6), Florida Statutes. The audited financial statements of each component unit are available to the public and can be obtained from the Vice President for Business Affairs, Pensacola State College, 1000 College Boulevard, Pensacola, Florida 32504. The financial data reported on the accompanying financial statements for the Pensacola State College Foundation, Inc. was derived from audited financial statements for the fiscal year ended December 31, 2018. The financial data reported on the accompanying financial statements for the WSRE-TV Foundation, Inc. was derived from audited

financial statements for the fiscal year ended June 30, 2019. Additional condensed financial statements for the College's component units are included in a subsequent note.

Basis of Presentation. The College's accounting policies conform with accounting principles generally accepted in the United States of America applicable to public colleges and universities as prescribed by GASB. The National Association of College and University Business Officers (NACUBO) also provides the College with recommendations prescribed in accordance with generally accepted accounting principles promulgated by GASB and the Financial Accounting Standards Board (FASB). GASB allows public colleges various reporting options. The College has elected to report as an entity engaged in only business-type activities. This election requires the adoption of the accrual basis of accounting and entitywide reporting including the following components:

- Management's Discussion and Analysis
- Basic Financial Statements:
 - Statement of Net Position
 - Statement of Revenues, Expenses, and Changes in Net Position
 - Statement of Cash Flows
 - Notes to Financial Statements
- Other Required Supplementary Information

Measurement Focus and Basis of Accounting. Basis of accounting refers to when revenues, expenses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the measurement focus applied. The College's financial statements are presented using the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources resulting from nonexchange activities are generally recognized when all applicable eligibility requirements, including time requirements, are met. The College follows GASB standards of accounting and financial reporting.

The College's component units use the economic resources measurement focus and accrual basis of accounting whereby revenues are recognized when earned and expenses are recognized when incurred, and follow GASB standards of accounting and financial reporting.

Significant interdepartmental sales between auxiliary service departments and other institutional departments have been accounted for as reductions of expenses and not revenues of those departments.

The College's principal operating activity is instruction. Operating revenues and expenses generally include all fiscal transactions directly related to instruction as well as administration, academic support, student services, physical plant operations, and depreciation of capital assets. Nonoperating revenues include State noncapital appropriations, Federal and State student financial aid, gifts and grants,

investment income and other nonoperating revenues. Interest on capital asset-related debt is a nonoperating expense. Other revenues generally include revenues for capital construction projects.

The statement of net position is presented in a classified format to distinguish between current and noncurrent assets and liabilities. When both restricted and unrestricted resources are available to fund certain programs, it is the College's policy to first apply the restricted resources to such programs followed by the use of the unrestricted resources.

The statement of revenues, expenses, and changes in net position is presented by major sources and is reported net of tuition scholarship allowances. Tuition scholarship allowances are the difference between the stated charge for goods and services provided by the College and the amount that is actually paid by the student or the third party making payment on behalf of the student. To the extent that these resources are used to pay student charges, the College records a scholarship allowance against tuition and fees.

The statement of cash flows is presented using the direct method in compliance with GASB Statement No. 9, *Reporting Cash Flows of Proprietary and Nonexpendable Trust Funds and Governmental Entities That Use Proprietary Fund Accounting*.

Cash and Cash Equivalents. The amount reported as cash and cash equivalents consists of cash on hand, cash in demand accounts, and cash invested with the State Board of Administration (SBA) Florida PRIME investment pool. For reporting cash flows, the College considers all highly liquid investments with original maturities of 3 months or less, that are not held solely for income or profit, to be cash equivalents. Under this definition, the College considers amounts invested in the SBA Florida PRIME investment pool to be cash equivalents.

College cash deposits are held in banks qualified as public depositories under Florida law. All such deposits are insured by Federal depository insurance, up to specified limits, or collateralized with securities held in Florida's multiple financial institution collateral pool required by Chapter 280, Florida Statutes. Cash and cash equivalents that are externally restricted to make debt service payments, maintain sinking or reserve funds, or to purchase or construct capital or other restricted assets are classified as restricted.

At June 30, 2019, the College reported as cash equivalents \$3,363,958 in the Florida PRIME investment pool administered by the SBA pursuant to Section 218.405, Florida Statutes. The College's investments in the Florida PRIME investment pool, which the SBA indicates is a Securities and Exchange Commission Rule 2a7-like external investment pool, are similar to money market funds in which shares are owned in the fund rather than the underlying investments. The Florida PRIME investment pool carried a credit rating of AAAM by Standard & Poor's and had a weighted-average days to maturity (WAM) of 28 days as of June 30, 2019. A portfolio's WAM reflects the average maturity in days based on final maturity or reset date, in the case of floating-rate instruments. WAM measures the sensitivity of the Florida PRIME investment pool to interest rate changes. The investments in the Florida PRIME investment pool are reported at amortized cost.

Section 218.409(8)(a), Florida Statutes, provides that "the principal, and any part thereof, of each account constituting the trust fund is subject to payment at any time from the moneys in the trust fund. However, the executive director may, in good faith, on the occurrence of an event that has a material

impact on liquidity or operations of the trust fund, for 48 hours limit contributions to or withdrawals from the trust fund to ensure that the Board [State Board of Administration] can invest moneys entrusted to it in exercising its fiduciary responsibility. Such action must be immediately disclosed to all participants, the trustees, the Joint Legislative Auditing Committee, the Investment Advisory Council, and the Participant Local Government Advisory Council. The trustees shall convene an emergency meeting as soon as practicable from the time the executive director has instituted such measures and review the necessity of those measures. If the trustees are unable to convene an emergency meeting before the expiration of the 48-hour moratorium on contributions and withdrawals, the moratorium may be extended by the executive director until the trustees are able to meet to review the necessity for the moratorium. If the trustees agree with such measures, the trustees shall vote to continue the measures for up to an additional 15 days. The trustees must convene and vote to continue any such measures before the expiration of the time limit set, but in no case may the time limit set by the trustees exceed 15 days.” As of June 30, 2019, there were no redemption fees or maximum transaction amounts, or any other requirements that serve to limit a participant’s daily access to 100 percent of their account value.

Capital Assets. College capital assets consist of land, artwork/artifacts, construction in progress, buildings, other structures and improvements, and furniture, machinery, and equipment. These assets are capitalized and recorded at cost at the date of acquisition or at acquisition value at the date received in the case of gifts and purchases of State surplus property. Additions, improvements, and other outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. The College has a capitalization threshold of \$5,000 for tangible personal property and \$25,000 for buildings and other structures and improvements. Depreciation is computed on the straight-line basis over the following estimated useful lives:

- Buildings – 40 years
- Other Structures and Improvements – 10 to 25 years
- Furniture, Machinery, and Equipment:
 - Computer Equipment – 3 years
 - Vehicles, Office Machines, and Educational Equipment – 5 years
 - Furniture, Mainframe Computer Equipment, and Television Equipment – 7 years

Noncurrent Liabilities. Noncurrent liabilities include compensated absences payable, other postemployment benefits payable, and net pension liability that are not scheduled to be paid within the next fiscal year.

Pensions. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net positions of the Florida Retirement System (FRS) defined benefit plan and the Health Insurance Subsidy (HIS) defined benefit plan and additions to/deductions from the FRS and HIS fiduciary net positions have been determined on the same basis as they are reported by the FRS and the HIS plans. Benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.

2. Deficit Net Position in Individual Funds

The College reported an unrestricted net position which included a deficit in the current funds - unrestricted, as shown below. This deficit can be attributed to the full recognition of long-term liabilities (i.e., compensated absences payable, OPEB payable, and net pension liability) in the current unrestricted funds.

<u>Fund</u>	<u>Net Position</u>
Current Funds - Unrestricted	\$ (20,445,148)
Auxiliary Funds	365,469
Total	<u><u>\$ (20,079,679)</u></u>

3. Investments

College Investments

The Board of Trustees had not adopted a written investment policy. Therefore, pursuant to Section 218.415(17), Florida Statutes, the College is authorized to invest in the Florida PRIME investment pool, administered by the SBA; Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency; interest-bearing time deposits and savings accounts in qualified public depositories, as defined by Section 280.02, Florida Statutes; and direct obligations of the United States Treasury.

Investments set aside to make debt service payments, maintain sinking or reserve funds, or to purchase or construct capital assets are classified as restricted.

The College categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets, Level 2 inputs are significant other observable inputs, and Level 3 inputs are significant unobservable inputs.

The College reported investments totaling \$475 at June 30, 2019, in the SBA Debt Service Accounts. These investments are used to make debt service payments on bonds issued by the SBE for the benefit of the College. The College's investments consist of United States Treasury securities, with maturity dates of 6 months or less, and are reported at fair value (Level 1 inputs). The College relies on policies developed by the SBA for managing interest rate risk and credit risk for this account. Disclosures for the Debt Service Accounts are included in the notes to financial statements of the State's Comprehensive Annual Financial Report.

Component Units' Investments

The component units categorize fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs.

Investments held by the College's component units are reported at fair value as follows:

			Pensacola State College Foundation, Inc. 12-31-18	WSRE-TV Foundation, Inc. 6-30-19	
Investment Type	Average Maturity	Credit Quality			Total (1)
Federal Agency Obligations					
Government National Mortgage Association II Modified Pass Through Pool	(2)	(2)	\$ 302	\$ -	\$ 302
Fixed Income					
Vanguard Short-Term Investment-Grade Fund	3 Years	(3)	900,041	-	900,041
Vanguard Inflation-Protected Securities Fund	8.2 Years	(3)	2,275,070	-	2,275,070
Federated Ultrashort Bond Fund	0.6 Years	(3)	1,324,646	-	1,324,646
Federated Total Return Bond Fund	8 Years	(3)	3,022,779	-	3,022,779
Federated Total Return Bond Fund	6.8 Years	(3)	-	307,106	307,106
PIMCO Funds Low Duration	2.4 Years	(3)	-	175,355	175,355
Dodge & Cox Income Fund	8.3 Years	(3)	2,291,685	-	2,291,685
Dodge & Cox Income Fund	5.8 Years	(3)	-	287,675	287,675
Equities					
Blackrock iShares MSCI Developed World Index Fund	(2)	(2)	744,756	-	744,756
Vanguard 500 Index Fund	(2)	(2)	7,026,214	686,981	7,713,195
Vanguard Small Cap Index Fund	(2)	(2)	1,935,492	-	1,935,492
Vanguard Developed Market Index Fund	(2)	(2)	1,468,677	90,508	1,559,185
Vanguard Mid Cap Index Fund	(2)	(2)	2,078,017	-	2,078,017
Oppenheimer Developing Markets Fund	(2)	(2)	339,679	48,433	388,112
Alliance Bernstein Small Cap Growth	(2)	(2)	-	61,790	61,790
American EuroPacific Growth Fund	(2)	(2)	-	94,504	94,504
Fidelity Small Cap Value Fund	(2)	(2)	-	54,604	54,604
Touchstone Large Cap Focused Fund	(2)	(2)	-	123,122	123,122
Janus Henderson Enterprise Fund	(2)	(2)	-	67,108	67,108
JP Morgan Mid Cap Value Fund	(2)	(2)	-	63,151	63,151
Other					
Federated Government Obligations	(2)	(2)	-	92,055	92,055
Total Component Units' Investments			\$ 23,407,358	\$ 2,152,392	\$ 25,559,750

(1) Federal Agency Obligations are reported at fair value using significant other observable inputs (Level 2 inputs). All other investments are reported at fair value using quoted market prices (Level 1 inputs).

(2) Investment risk disclosures are not required for these investments.

(3) These funds are not rated by a nationally recognized statistical rating organization.

Interest Rate Risk: Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment.

The Pensacola State College Foundation, Inc.'s investment in the Vanguard Short-Term Investment-Grade Fund had an average effective duration of 2.4 years. The Vanguard Inflation-Protected Securities Fund had an average effective duration of 7.6 years. The Federated Total Return Bond Fund had an average effective duration of 5.6 years. The Federated Ultrashort Bond Fund had an average effective duration of 0.5 years. The Dodge & Cox Income Fund had an average effective duration of 4.3 years.

The WSRE-TV Foundation, Inc.'s investment in the Federated Total Return Bond Fund had an average effective duration of 5.6 years. The PIMCO Funds Low Duration had an average effective duration of 1.9 years. The Dodge & Cox Income Fund had an average effective duration of 4.2 years.

Credit Risk: Credit risk is the risk that the issuer or other counterparty to an investment will not fulfill its obligation, causing an investor to experience a loss of principal.

The Pensacola State College Foundation, Inc.'s investment policy permits investments in equities listed on a national exchange and bonds issued in United States (U.S.) dollars. Uses of leverage in an account (margin or derivatives securities that increase risk) are prohibited as an investment. Cash should be transitional or held for the purpose of providing liquidity to meet the Foundation's cash flow requirements. This includes commercial paper with an A-1 or P-1 rating at the time of the initial investment and money market funds.

The WSRE-TV Foundation, Inc. has assets within two separate investment portfolios separated between endowment funds and operating funds. The Foundation's investment policy provides that endowment portfolio equity investments will not exceed 65 percent of the asset allocation, and operating portfolio equity investments will not exceed 20 percent of the asset allocation. There is a caveat included in the investment policy that allows for up to a 5 percent deviation from those percentages to allow for market adjustments. The investment portfolios at June 30, 2019, meet the policy guidelines, with equity investments representing 68 percent, fixed income investments representing 29 percent, and cash representing 3 percent of the endowment portfolio, and equity investments representing 21 percent, fixed income investments representing 73 percent, and cash representing 6 percent of the operating portfolio.

Custodial Credit Risk: Custodial credit risk is the risk that, in the event of the failure of the counterparty, the investor will not be able to recover the value of its investment or collateral securities that are in the possession of an outside party.

At December 31, 2018, the Pensacola State College Foundation, Inc.'s cash equivalents consisted of \$225,443 held in the Federated Government Obligations money market mutual fund. The fund seeks to preserve the value of the investments at \$1 per share; however, it is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency.

The WSRE-TV Foundation, Inc.'s investment policy does not address custodial credit risk; however, the Foundation has not experienced any losses and believes it is not exposed to significant risk.

Concentration of Credit Risk: Concentration of credit risk is the risk of loss attributed to the magnitude of the investor's investment in a single issuer.

The Pensacola State College Foundation, Inc.'s funds are invested to produce maximum total return consistent with prudent risk limits. The allocation of the portfolio over the various asset classes is the single most important determinant of investment risk and return. The Foundation's investment policy uses target ranges of 45 to 75 percent in equity securities and 25 to 55 percent in fixed income securities. Ranges within equity securities are as follows: 20 percent or less in international and emerging market equities and 5 to 25 percent in small capitalization equities. Ranges within fixed income securities are 5 percent or less in a diversified portfolio of non-investment grade bonds. No more than 5 percent of Foundation assets may be invested in any one issuer, except the U.S. Government. The investments at December 31, 2018, meet the investment policy guidelines with equity securities representing 58 percent, and fixed income securities representing 42 percent, of the asset allocation.

The WSRE-TV Foundation, Inc. did not have any investments at June 30, 2019, in which over 5 percent of the total investment portfolio is derived from one issuer, excluding U.S. Government and

U.S. Government agency-backed securities, investments in mutual funds, and other pooled investment funds.

4. Accounts Receivable

Accounts receivable represent amounts for student fee deferments, various student services provided by the College, uncollected commissions for food service and vending machine sales, unused credit memos, and contract and grant reimbursements due from third parties. The accounts receivable are reported net of a \$484,397 allowance for doubtful accounts.

5. Notes Receivable

Notes receivable represent student loans under the College's short-term loan program and are reported net of an \$87,324 allowance for doubtful notes.

6. Due From Other Governmental Agencies

The amount due from other governmental agencies primarily consists of \$10,162,457 of Public Education Capital Outlay allocations due from the State for construction of College facilities.

7. Due From Component Unit

The \$3,241 reported as due from component unit primarily consists of amounts owed to the College by the Pensacola State College Foundation, Inc. (Foundation) for scholarships and student aid. The College's financial statements are reported for the fiscal year ended June 30, 2019. The Foundation's financial statements are reported for the fiscal year ended December 31, 2018. Accordingly, amounts reported by the College as due from component unit on the statement of net position are not reported by the Foundation as due to the College.

8. Capital Assets

Capital assets activity for the fiscal year ended June 30, 2019, is shown in the following table:

Description	Beginning Balance	Additions	Reductions	Ending Balance
Nondepreciable Capital Assets:				
Land	\$ 12,794,717	\$ -	\$ -	\$ 12,794,717
Artwork/Artifacts	118,700	15,800	-	134,500
Construction in Progress	1,130,523	5,523,158	1,130,523	5,523,158
Total Nondepreciable Capital Assets	\$ 14,043,940	\$ 5,538,958	\$ 1,130,523	\$ 18,452,375
Depreciable Capital Assets:				
Buildings	\$ 77,511,205	\$ 289,913	\$ 2,340,522	\$ 75,460,596
Other Structures and Improvements	11,546,159	549	-	11,546,708
Furniture, Machinery, and Equipment	17,671,001	2,350,647	946,747	19,074,901
Total Depreciable Capital Assets	106,728,365	2,641,109	3,287,269	106,082,205
Less, Accumulated Depreciation:				
Buildings	44,732,189	1,222,623	2,340,522	43,614,290
Other Structures and Improvements	10,844,900	127,411	-	10,972,311
Furniture, Machinery, and Equipment	16,322,628	855,510	920,615	16,257,523
Total Accumulated Depreciation	71,899,717	2,205,544	3,261,137	70,844,124
Total Depreciable Capital Assets, Net	\$ 34,828,648	\$ 435,565	\$ 26,132	\$ 35,238,081

9. Unearned Revenue

Unearned revenue includes contract revenue, restricted grants and contracts, and other unearned revenue. As of June 30, 2019, the College reported the following amounts as unearned revenue:

Description	Amount
Contract Revenue	\$ 60,000
Restricted Grants and Contracts	586,551
Other Unearned Revenue	926
Total Unearned Revenue	\$ 647,477

10. Long-Term Liabilities

Long-term liabilities activity for the fiscal year ended June 30, 2019, is shown in the following table:

Description	Beginning Balance	Additions	Reductions	Ending Balance	Current Portion
Bonds Payable	\$ 86,000	\$ -	\$ 50,000	\$ 36,000	\$ 36,000
Compensated Absences Payable	4,974,827	332,906	414,700	4,893,033	416,012
Other Postemployment Benefits Payable	839,353	64,909	62,558	841,704	53,340
Net Pension Liability	26,079,448	15,774,854	15,426,827	26,427,475	190,910
Total Long-Term Liabilities	\$ 31,979,628	\$ 16,172,669	\$ 15,954,085	\$ 32,198,212	\$ 696,262

Bonds Payable. The SBE issues capital outlay bonds on behalf of the College. These bonds mature serially and are secured by a pledge of the College's portion of the State-assessed motor vehicle license

tax and by the State's full faith and credit. The SBE and the SBA administer the principal and interest payments, investment of debt service resources, and compliance with reserve requirements. The College had the following bonds payable at June 30, 2019:

<u>Bond Type</u>	<u>Amount Outstanding</u>	<u>Interest Rate (Percent)</u>	<u>Annual Maturity To</u>
SBE Capital Outlay Bonds: Series 2014B	\$ 36,000	2	2020

Annual requirements to amortize all bonded debt outstanding as of June 30, 2019, are as follows:

<u>Fiscal Year Ending June 30</u>	<u>SBE Capital Outlay Bonds</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	\$ 36,000	\$ 720	\$ 36,720

Compensated Absences Payable. College employees may accrue annual and sick leave based on length of service, subject to certain limitations regarding the amount that will be paid upon termination. The College reports a liability for the accrued leave; however, State noncapital appropriations fund only the portion of accrued leave that is used or paid in the current fiscal year. Although the College expects the liability to be funded primarily from future appropriations, generally accepted accounting principles do not permit the recording of a receivable in anticipation of future appropriations. At June 30, 2019, the estimated liability for compensated absences, which includes the College's share of the Florida Retirement System and FICA contributions, totaled \$4,893,033. The current portion of the compensated absences liability, \$416,012, is the amount expected to be paid in the coming fiscal year and represents a historical percentage of leave used applied to total accrued leave liability.

Other Postemployment Benefits Payable. The College follows GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, for other postemployment benefits administered by the Florida College System Risk Management Consortium (Consortium).

General Information about the OPEB Plan

Plan Description. The Other Postemployment Benefits Plan (OPEB Plan) is a single-employer defined benefit plan administered by the Consortium that provides OPEB for all employees who satisfy the College's retirement eligibility provisions. Pursuant to the provisions of Section 112.0801, Florida Statutes, employees who retire from the College are eligible to participate in the College's healthcare benefits including medical and prescription drug coverage. The College subsidizes the premium rates paid by retirees by allowing them to participate in the OPEB Plan at reduced or blended group (implicitly subsidized) premium rates for both active and retired employees. These rates provide an implicit subsidy for retirees because, on an actuarial basis, their current and future claims are expected to result in higher costs to the OPEB Plan on average than those of active employees. The College does not offer any explicit subsidies for retiree coverage. Retirees are required to enroll in the Federal Medicare (Medicare) program for their primary coverage as soon as they are eligible. The OPEB Plan contribution requirements and benefit terms of the College and the OPEB Plan members are established and may

be amended by action from the Board. No assets are accumulated in a trust that meet the criteria in paragraph 4 of GASB Statement No. 75.

Benefits Provided. The OPEB Plan provides healthcare benefits for retirees and their dependents. The OPEB Plan only provides an implicit subsidy as described above.

Employees Covered by Benefit Terms. At June 30, 2018, the following employees were covered by the benefit terms:

Inactive Employees or Beneficiaries Currently Receiving Benefits	53
Deferred Retirement Option Program Members	52
Active Employees	<u>527</u>
Total	<u>632</u>

Total OPEB Liability

The College's total OPEB liability of \$841,704 was measured as of June 30, 2018, and was determined by an actuarial valuation as of June 30, 2017.

Actuarial Assumptions and Other Inputs. The total OPEB liability was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.60 percent
Real Wage Growth	0.65 percent
Wage Inflation	3.25 percent
Salary Increases	
Regular Employees	4.00 – 7.80 percent
Senior Management	4.70 – 7.10 percent
Special Risk	5.10 – 7.80 percent
Discount rate	
Prior Measurement Date	3.56 percent
Measurement Date	3.87 percent
Healthcare Cost Trend Rates	
Pre-Medicare	7.00 percent for 2018, decreasing to an ultimate rate of 5.00 percent for 2023
Medicare	5.50 percent for 2018 decreasing to an ultimate rate of 5.00 percent by 2020

The discount rate was based on the Bond Buyer General Obligation 20-year Municipal Bond Index.

Mortality rates were based on the RP-2014 mortality tables, with adjustments for FRS experience and generational mortality improvements using Scale MP-2014.

The demographic actuarial assumptions for mortality, retirement, disability incidence, and withdrawal used in the June 30, 2017, valuation were based on the results of an actuarial experience study for the period January 1, 2008, through June 30, 2013, adopted by the FRS.

The remaining actuarial assumptions (e.g., initial per capita costs, health care cost trends, rate of plan participation, rates of plan election, etc.) used in the June 30, 2017, valuation were based on a review of recent plan experience done concurrently with the June 30, 2017, valuation.

Changes in the Total OPEB Liability

	Amount
Balance at 6/30/18	<u>\$ 839,353</u>
Changes for the year:	
Service Cost	35,850
Interest	29,059
Changes of Assumptions or Other Inputs	(15,946)
Benefit Payments	<u>(46,612)</u>
Net Changes	<u>2,351</u>
Balance at 6/30/19	<u><u>\$ 841,704</u></u>

Changes of assumptions and other inputs reflect a change in the discount rate from 3.56 percent in 2017 to 3.87 percent in 2018.

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate. The following table presents the total OPEB liability of the College, as well as what the College's total OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower (2.87 percent) or 1 percentage point higher (4.87 percent) than the current rate:

	<u>1% Decrease (2.87%)</u>	<u>Current Discount Rate (3.87%)</u>	<u>1% Increase (4.87%)</u>
Total OPEB Liability	\$895,964	\$841,704	\$794,698

Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates. The following table presents the total OPEB liability of the College, as well as what the College's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1 percentage point lower or 1 percentage point higher than the current healthcare cost trend rates:

	<u>1% Decrease</u>	<u>Healthcare Cost Trend Rate</u>	<u>1% Increase</u>
Total OPEB Liability	\$759,606	\$841,704	\$940,432

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the fiscal year ended June 30, 2019, the College recognized OPEB expense of \$59,203. At June 30, 2019, the College reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

<u>Description</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Change of assumptions or other inputs	\$ -	\$ 37,483
Transactions subsequent to the measurement date	53,340	-
Total	\$ 53,340	\$ 37,483

The amount reported as deferred outflows of resources related to OPEB resulting from transactions subsequent to the measurement date and before the end of the fiscal year will be included as a reduction of the total OPEB liability in the fiscal year ended June 30, 2020. The amount reported as deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<u>Fiscal Year Ending June 30</u>	<u>Amount</u>
2020	\$ (5,706)
2021	(5,706)
2022	(5,706)
2023	(5,706)
2024	(5,706)
Thereafter	(8,953)
Total	\$ (37,483)

Net Pension Liability. As a participating employer in the FRS, the College recognizes its proportionate share of the collective net pension liabilities of the FRS cost-sharing multiple-employer defined benefit plans. As of June 30, 2019, the College's proportionate share of the net pension liabilities totaled \$26,427,475. Note 11. includes a complete discussion of defined benefit pension plans.

11. Retirement Plans – Defined Benefit Pension Plans

General Information about the Florida Retirement System (FRS)

The FRS was created in Chapter 121, Florida Statutes, to provide a defined benefit pension plan for participating public employees. The FRS was amended in 1998 to add the Deferred Retirement Option Program (DROP) under the defined benefit plan and amended in 2000 to provide a defined contribution plan alternative to the defined benefit plan for FRS members effective July 1, 2002. This integrated defined contribution pension plan is the FRS Investment Plan. Chapter 121, Florida Statutes, also provides for nonintegrated, optional retirement programs in lieu of the FRS to certain members of the Senior Management Service Class employed by the State and faculty and specified employees of State colleges. Chapter 112, Florida Statutes, established the HIS Program, a cost-sharing multiple-employer defined benefit pension plan to assist retired members of any State-administered retirement system in paying the costs of health insurance.

Essentially all regular employees of the College are eligible to enroll as members of the State-administered FRS. Provisions relating to the FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Part IV, Florida Statutes; Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and described in detail. Such provisions may be amended at any time by further action from the

Florida Legislature. The FRS is a single retirement system administered by the Florida Department of Management Services, Division of Retirement, and consists of two cost-sharing multiple-employer defined benefit plans and other nonintegrated programs. A comprehensive annual financial report of the FRS, which includes its financial statements, required supplementary information, actuarial report, and other relevant information, is available from the Florida Department of Management Services Web site (www.dms.myflorida.com).

The College's FRS and HIS pension expense totaled \$3,320,904 for the fiscal year ended June 30, 2019.

FRS Pension Plan

Plan Description. The FRS Pension Plan (Plan) is a cost-sharing multiple-employer defined benefit pension plan, with a DROP for eligible employees. The general classes of membership are as follows:

- *Regular Class* – Members of the FRS who do not qualify for membership in the other classes.
- *Senior Management Service Class* – Members in senior management level positions.
- *Special Risk Class* – Members who are employed as law enforcement officers and meet the criteria to qualify for this class.

Employees enrolled in the Plan prior to July 1, 2011, vest at 6 years of creditable service and employees enrolled in the Plan on or after July 1, 2011, vest at 8 years of creditable service. All vested members, enrolled prior to July 1, 2011, are eligible for normal retirement benefits at age 62 or at any age after 30 years of creditable service except for members classified as special risk who are eligible for normal retirement benefits at age 55 or at any age after 25 years of creditable service. All members enrolled in the Plan on or after July 1, 2011, once vested, are eligible for normal retirement benefits at age 65 or any time after 33 years of creditable service except for members classified as special risk who are eligible for normal retirement benefits at age 60 or at any age after 30 years of creditable service. Employees enrolled in the Plan may include up to 4 years of credit for military service toward creditable service. The Plan also includes an early retirement provision; however, there is a benefit reduction for each year a member retires before his or her normal retirement date. The Plan provides retirement, disability, death benefits, and annual cost-of-living adjustments to eligible participants.

The DROP, subject to provisions of Section 121.091, Florida Statutes, permits employees eligible for normal retirement under the Plan to defer receipt of monthly benefit payments while continuing employment with an FRS-participating employer. An employee may participate in DROP for a period not to exceed 60 months after electing to participate. During the period of DROP participation, deferred monthly benefits are held in the FRS Trust Fund and accrue interest. The net pension liability does not include amounts for DROP participants, as these members are considered retired and are not accruing additional pension benefits.

Benefits Provided. Benefits under the Plan are computed on the basis of age and/or years of service, average final compensation, and service credit. Credit for each year of service is expressed as a percentage of the average final compensation. For members initially enrolled before July 1, 2011, the average final compensation is the average of the 5 highest fiscal years' earnings; for members initially enrolled on or after July 1, 2011, the average final compensation is the average of the 8 highest fiscal

years' earnings. The total percentage value of the benefit received is determined by calculating the total value of all service, which is based on retirement plan and/or the class to which the member belonged when the service credit was earned. Members are eligible for in-line-of-duty or regular disability and survivors' benefits. The following table shows the percentage value for each year of service credit earned:

<u>Class, Initial Enrollment, and Retirement Age/Years of Service</u>	<u>% Value</u>
Regular Class members initially enrolled before July 1, 2011	
Retirement up to age 62 or up to 30 years of service	1.60
Retirement at age 63 or with 31 years of service	1.63
Retirement at age 64 or with 32 years of service	1.65
Retirement at age 65 or with 33 or more years of service	1.68
Regular Class members initially enrolled on or after July 1, 2011	
Retirement up to age 65 or up to 33 years of service	1.60
Retirement at age 66 or with 34 years of service	1.63
Retirement at age 67 or with 35 years of service	1.65
Retirement at age 68 or with 36 or more years of service	1.68
Senior Management Service Class	2.00
Special Risk Class	3.00

As provided in Section 121.101, Florida Statutes, if the member was initially enrolled in the Plan before July 1, 2011, and all service credit was accrued before July 1, 2011, the annual cost-of-living adjustment is 3 percent per year. If the member was initially enrolled before July 1, 2011, and has service credit on or after July 1, 2011, there is an individually calculated cost-of-living adjustment. The annual cost-of-living adjustment is a proportion of 3 percent determined by dividing the sum of the pre-July 2011 service credit by the total service credit at retirement multiplied by 3 percent. Plan members initially enrolled on or after July 1, 2011, will not have a cost-of-living adjustment after retirement.

Contributions. The Florida Legislature establishes contribution rates for participating employers and employees. Contribution rates during the 2018-19 fiscal year were:

<u>Class</u>	<u>Percent of Gross Salary</u>	
	<u>Employee</u>	<u>Employer (1)</u>
FRS, Regular	3.00	8.26
FRS, Senior Management Service	3.00	24.06
FRS, Special Risk	3.00	24.50
Deferred Retirement Option Program (applicable to members from all of the above classes)	0.00	14.03
FRS, Reemployed Retiree	(2)	(2)

(1) Employer rates include 1.66 percent for the postemployment health insurance subsidy. Also, employer rates, other than for DROP participants, include 0.06 percent for administrative costs of the Investment Plan.

(2) Contribution rates are dependent upon retirement class in which reemployed.

The College's contributions to the Plan totaled \$1,912,048 for the fiscal year ended June 30, 2019.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. At June 30, 2019, the College reported a liability of \$18,627,900 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2018. The College's proportionate share of the net pension liability was based on the College's 2017-18 fiscal year contributions relative to the total 2017-18 fiscal year contributions of all participating members. At June 30, 2018, the College's proportionate share was 0.061844555 percent, which was an increase of 0.000958293 from its proportionate share measured as of June 30, 2017.

For the fiscal year ended June 30, 2019, the College recognized pension expense of \$2,978,940. In addition, the College reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

<u>Description</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 1,578,063	\$ 57,276
Change of assumptions	6,086,692	-
Net difference between projected and actual earnings on FRS Plan investments	-	1,439,232
Changes in proportion and differences between College FRS contributions and proportionate share of contributions	289,530	1,133,095
College FRS contributions subsequent to the measurement date	1,912,048	-
Total	\$ 9,866,333	\$ 2,629,603

The deferred outflows of resources totaling \$1,912,048, resulting from College contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the fiscal year ending June 30, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Fiscal Year Ending June 30</u>	<u>Amount</u>
2020	\$ 2,174,090
2021	1,336,948
2022	(20,049)
2023	984,084
2024	731,071
Thereafter	118,538
Total	\$ 5,324,682

Actuarial Assumptions. The total pension liability in the July 1, 2018, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.60 percent
Salary increases	3.25 percent, average, including inflation
Investment rate of return	7.00 percent, net of pension plan investment expense, including inflation

Mortality rates were based on the Generational RP-2000 with Projection Scale BB.

The actuarial assumptions used in the July 1, 2018, valuation were based on the results of an actuarial experience study for the period July 1, 2008, through June 30, 2013.

The long-term expected rate of return on pension plan investments was not based on historical returns, but instead is based on a forward-looking capital market economic model. The allocation policy's description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions, and includes an adjustment for the inflation assumption. The target allocation and best estimates of arithmetic and geometric real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation (1)</u>	<u>Annual Arithmetic Return</u>	<u>Compound Annual (Geometric) Return</u>	<u>Standard Deviation</u>
Cash	1%	2.9%	2.9%	1.8%
Fixed Income	18%	4.4%	4.3%	4.0%
Global Equity	54%	7.6%	6.3%	17.0%
Real Estate (Property)	11%	6.6%	6.0%	11.3%
Private Equity	10%	10.7%	7.8%	26.5%
Strategic Investments	6%	6.0%	5.7%	8.6%
Total	100%			
Assumed Inflation - Mean			2.6%	1.9%

(1) As outlined in the Plan's investment policy.

Discount Rate. The discount rate used to measure the total pension liability was 7.00 percent. The Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculating the total pension liability is equal to the long-term expected rate of return. The discount rate used in the 2018 valuation was updated from 7.10 percent to 7.00 percent.

Sensitivity of the College's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate. The following presents the College's proportionate share of the net pension liability calculated using the discount rate of 7.00 percent, as well as what the College's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.00 percent) or 1 percentage point higher (8.00 percent) than the current rate:

	<u>1% Decrease (6.00%)</u>	<u>Current Discount Rate (7.00%)</u>	<u>1% Increase (8.00%)</u>
College's proportionate share of the net pension liability	\$33,996,700	\$18,627,900	\$5,863,204

Pension Plan Fiduciary Net Position. Detailed information about the Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State Administered Systems Comprehensive Annual Financial Report.

Payables to the Pension Plan. At June 30, 2019, the College reported a payable of \$99,279 for the outstanding amount of contributions to the Plan required for the fiscal year ended June 30, 2019.

HIS Pension Plan

Plan Description. The HIS Pension Plan (HIS Plan) is a cost-sharing multiple-employer defined benefit pension plan established under Section 112.363, Florida Statutes, and may be amended by the Florida Legislature at any time. The benefit is a monthly payment to assist retirees of State-administered retirement systems in paying their health insurance costs and is administered by the Florida Department of Management Services, Division of Retirement.

Benefits Provided. For the fiscal year ended June 30, 2019, eligible retirees and beneficiaries received a monthly HIS payment of \$5 for each year of creditable service completed at the time of retirement with a minimum HIS payment of \$30 and a maximum HIS payment of \$150 per month, pursuant to Section 112.363, Florida Statutes. To be eligible to receive a HIS benefit, a retiree under a State-administered retirement system must provide proof of health insurance coverage, which can include Medicare.

Contributions. The HIS Plan is funded by required contributions from FRS participating employers as set by the Florida Legislature. Employer contributions are a percentage of gross compensation for all active FRS members. For the fiscal year ended June 30, 2019, the contribution rate was 1.66 percent of payroll pursuant to Section 112.363, Florida Statutes. The College contributed 100 percent of its statutorily required contributions for the current and preceding 3 years. HIS Plan contributions are deposited in a separate trust fund from which HIS payments are authorized. HIS Plan benefits are not guaranteed and are subject to annual legislative appropriation. In the event the legislative appropriation or available funds fail to provide full subsidy benefits to all participants, benefits may be reduced or canceled.

The College's contributions to the HIS Plan totaled \$411,436 for the fiscal year ended June 30, 2019.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. At June 30, 2019, the College reported a net pension liability of \$7,799,575 for its proportionate share of the net pension liability. The current portion of the net pension liability is the College's proportionate share of benefit payments expected to be paid within 1 year, net of the College's proportionate share of the HIS Plan's fiduciary net position available to pay that amount. The net pension liability was measured as of June 30, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2018. The

College's proportionate share of the net pension liability was based on the College's 2017-18 fiscal year contributions relative to the total 2017-18 fiscal year contributions of all participating members. At June 30, 2018, the College's proportionate share was 0.073691345 percent, which was a decrease of 0.001779583 from its proportionate share measured as of June 30, 2017.

For the fiscal year ended June 30, 2019, the College recognized pension expense of \$341,964. In addition, the College reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

<u>Description</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Change of assumptions	\$ 867,409	\$ 824,636
Differences between expected and actual experience	119,408	13,251
Net difference between projected and actual earnings on HIS Plan investments	4,708	-
Changes in proportion and differences between College HIS contributions and proportionate share of HIS contributions	-	952,982
College contributions subsequent to the measurement date	411,436	-
Total	<u>\$ 1,402,961</u>	<u>\$ 1,790,869</u>

The deferred outflows of resources totaling \$411,436, resulting from College contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the fiscal year ending June 30, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Fiscal Year Ending June 30</u>	<u>Amount</u>
2020	\$ (131,079)
2021	(131,475)
2022	(134,061)
2023	(132,627)
2024	(184,096)
Thereafter	(86,006)
Total	<u>\$ (799,344)</u>

Actuarial Assumptions. The total pension liability at July 1, 2018, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.60 percent
Salary increases	3.25 percent, average, including inflation
Municipal bond rate	3.87 percent

Mortality rates were based on the Generational RP-2000 with Projection Scale BB.

While an experience study had not been completed for the HIS Plan, the actuarial assumptions that determined the total pension liability for the HIS Plan were based on certain results of the most recent experience study for the FRS Plan.

Discount Rate. The discount rate used to measure the total pension liability was 3.87 percent. In general, the discount rate for calculating the total pension liability is equal to the single rate equivalent to discounting at the long-term expected rate of return for benefit payments prior to the projected depletion date. Because the HIS benefit is essentially funded on a pay-as-you-go basis, the depletion date is considered to be immediate, and the single equivalent discount rate is equal to the municipal bond rate selected by the plan sponsor. The Bond Buyer General Obligation 20-Bond Municipal Bond Index was adopted as the applicable municipal bond index. The discount rate used in the 2018 valuation was updated from 3.58 percent to 3.87 percent.

Sensitivity of the College's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate. The following presents the College's proportionate share of the net pension liability calculated using the discount rate of 3.87 percent, as well as what the College's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (2.87 percent) or 1 percentage point higher (4.87 percent) than the current rate:

	1% Decrease (2.87%)	Current Discount Rate (3.87%)	1% Increase (4.87%)
College's proportionate share of the net pension liability	\$8,883,259	\$7,799,575	\$6,896,261

Pension Plan Fiduciary Net Position. Detailed information about the HIS Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State Administered Systems Comprehensive Annual Financial Report.

Payables to the Pension Plan. At June 30, 2019, the College reported a payable of \$28,087 for the outstanding amount of contributions to the HIS Plan required for the fiscal year ended June 30, 2019.

12. Retirement Plans – Defined Contribution Pension Plans

FRS Investment Plan. The SBA administers the defined contribution plan officially titled the FRS Investment Plan (Investment Plan). The Investment Plan is reported in the SBA's annual financial statements and in the State's Comprehensive Annual Financial Report.

As provided in Section 121.4501, Florida Statutes, eligible FRS members may elect to participate in the Investment Plan in lieu of the FRS defined benefit plan. College employees already participating in the State College System Optional Retirement Program or DROP are not eligible to participate in the Investment Plan. Employer and employee contributions are defined by law, but the ultimate benefit depends in part on the performance of investment funds. Service retirement benefits are based upon the value of the member's account upon retirement. Benefit terms, including contribution requirements, are established and may be amended by the Florida Legislature. The Investment Plan is funded with the same employer and employee contributions rates, that are based on salary and membership class (Regular Class, Senior Management Service Class, etc.), as the FRS defined benefit plan. Contributions

are directed to individual member accounts and the individual members allocate contributions and account balances among various approved investment choices. Costs of administering the Investment Plan, including the FRS Financial Guidance Program, are funded through an employer contribution of 0.06 percent of payroll and by forfeited benefits of Investment Plan members. Allocations to the Investment Plan member accounts during the 2018-19 fiscal year were as follows:

<u>Class</u>	<u>Percent of Gross Compensation</u>
FRS, Regular	6.30
FRS, Senior Management Service	7.67
FRS, Special Risk Regular	14.00

For all membership classes, employees are immediately vested in their own contributions and are vested after 1 year of service for employer contributions and investment earnings regardless of membership class. If an accumulated benefit obligation for service credit originally earned under the FRS Pension Plan is transferred to the Investment Plan, the member must have the years of service required for FRS Pension Plan vesting (including the service credit represented by the transferred funds) to be vested for these funds and the earnings on the funds. Nonvested employer contributions are placed in a suspense account for up to 5 years. If the employee returns to FRS-covered employment within the 5-year period, the employee will regain control over their account. If the employee does not return within the 5-year period, the employee will forfeit the accumulated account balance. For the fiscal year ended June 30, 2019, the information for the amount of forfeitures was unavailable from the SBA; however, management believes that these amounts, if any, would be immaterial to the College.

After termination and applying to receive benefits, the member may roll over vested funds to another qualified plan, structure a periodic payment under the Investment Plan, receive a lump-sum distribution, leave the funds invested for future distribution, or any combination of these options. Disability coverage is provided in which the member may either transfer the account balance to the FRS Pension Plan when approved for disability retirement to receive guaranteed lifetime monthly benefits under the FRS Pension Plan, or remain in the Investment Plan and rely upon that account balance for retirement income.

The College's Investment Plan pension expense totaled \$559,280 for the fiscal year ended June 30, 2019.

State College System Optional Retirement Program. Section 1012.875, Florida Statutes, provides for an Optional Retirement Program (Program) for eligible college instructors and administrators. The Program is designed to aid colleges in recruiting employees by offering more portability to employees not expected to remain in the FRS for 8 or more years.

The Program is a defined contribution plan, which provides full and immediate vesting of all contributions submitted to the participating companies on behalf of the participant. Employees in eligible positions can make an irrevocable election to participate in the Program, rather than the FRS, and purchase retirement and death benefits through contracts provided by certain insurance carriers. The employing college contributes 5.15 percent of the participant's salary to the participant's account, and 3.5 percent to cover the unfunded actuarial liability of the FRS pension plan, for a total of 8.65 percent, and

employees contribute 3 percent of the employee's salary. Additionally, the employee may contribute, by payroll deduction, an amount not to exceed the percentage contributed by the college to the participant's annuity account. The contributions are invested in the company or companies selected by the participant to create a fund for the purchase of annuities at retirement.

The College's contributions to the Program totaled \$259,409 and employee contributions totaled \$89,582 for the 2018-19 fiscal year.

13. Construction Commitments

The College's construction commitments at June 30, 2019, were as follows:

<u>Project Description</u>	<u>Total Commitment</u>	<u>Completed to Date</u>	<u>Balance Committed</u>
Baars Building Replacement	\$ 12,425,550	\$ 4,645,685	\$ 7,779,865
New Fitness Center	307,146	118,167	188,979
Workforce Education Facility	167,003	149,126	17,877
Building 21 HVAC Replacement	574,288	513,222	61,066
Warrington Campus Sign	201,000	22,557	178,443
9th Avenue and Underwood Sign	105,209	25,811	79,398
Downtown Center Multi Use Facility	28,190	28,190	-
Exterior Sign	20,400	20,400	-
Total	\$ 13,828,786	\$ 5,523,158	\$ 8,305,628

14. Risk Management Programs

The College is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The College provided coverage for these risks primarily through the Florida College System Risk Management Consortium (Consortium), which was created under authority of Section 1001.64(27), Florida Statutes, by the boards of trustees of the Florida public colleges for the purpose of joining a cooperative effort to develop, implement, and participate in a coordinated Statewide college risk management program. The Consortium is self-sustaining through member assessments (premiums) and purchases excess insurance through commercial companies for claims in excess of specified amounts. Excess insurance from commercial companies provided coverage of up to \$100 million for property insurance. Insurance coverage obtained through the Consortium included fire and extended property, general and automobile liability, workers' compensation, health, life, and other liability coverage. Settled claims resulting from these risks have not exceeded commercial coverage in any of the past 3 fiscal years.

15. Litigation

The College is involved in several pending and threatened legal actions. The range of potential loss from all such claims and actions, as estimated by the College's legal counsel and management, should not materially affect the College's financial position.

16. Functional Distribution of Operating Expenses

The functional classification of an operating expense (instruction, academic support, etc.) is assigned to a department based on the nature of the activity, which represents the material portion of the activity

attributable to the department. For example, activities of an academic department for which the primary departmental function is instruction may include some activities other than direct instruction such as public service. However, when the primary mission of the department consists of instructional program elements, all expenses of the department are reported under the instruction classification. The operating expenses on the statement of revenues, expenses, and changes in net position are presented by natural classifications. The following are those same expenses presented in functional classifications as recommended by NACUBO:

<u>Functional Classification</u>	<u>Amount</u>
Instruction	\$ 22,924,003
Public Services	4,347,533
Academic Support	4,495,282
Student Services	8,473,326
Institutional Support	13,077,029
Operation and Maintenance of Plant	12,542,078
Scholarships and Waivers	16,333,918
Depreciation	2,205,544
Total Operating Expenses	<u><u>\$ 84,398,713</u></u>

17. Discretely Presented Component Units

The College has two discretely presented component units as discussed in Note 1. These component units represent 100 percent of the transactions and account balances of the aggregate discretely presented component units columns of the financial statements. The following financial information is from the most recently available audited financial statements for the component units:

Condensed Statement of Net Position

	Direct-Support Organizations		
	Pensacola	WSRE-TV	
	State College	Foundation, Inc.	Total
	Foundation, Inc.	Foundation, Inc.	
Assets:			
Current Assets	\$ 13,387,838	\$ 1,027,971	\$ 14,415,809
Capital Assets, Net	-	147,957	147,957
Other Noncurrent Assets	10,974,967	2,193,410	13,168,377
Total Assets	24,362,805	3,369,338	27,732,143
Liabilities:			
Current Liabilities	73,298	116,681	189,979
Noncurrent Liabilities	114,410	-	114,410
Total Liabilities	187,708	116,681	304,389
Deferred Inflows of Resources	157,835	-	157,835
Net Position:			
Investment in Capital Assets	-	147,957	147,957
Restricted Nonexpendable	10,668,268	-	10,668,268
Restricted Expendable	12,315,477	1,237,012	13,552,489
Unrestricted	1,033,517	1,867,688	2,901,205
Total Net Position	\$ 24,017,262	\$ 3,252,657	\$ 27,269,919

Condensed Statement of Revenues, Expenses, and Changes in Net Position

	Direct-Support Organizations		
	Pensacola	WSRE-TV	
	State College	Foundation, Inc.	Total
	Foundation, Inc.	Foundation, Inc.	
Operating Revenues	\$ 1,730,083	\$ 931,650	\$ 2,661,733
Operating Expenses	(2,176,747)	(1,005,641)	(3,182,388)
Operating Loss	(446,664)	(73,991)	(520,655)
Net Nonoperating Revenues (Expenses)	(1,222,490)	140,681	(1,081,809)
Other Revenues	311,843	-	311,843
Increase (Decrease) in Net Position	(1,357,311)	66,690	(1,290,621)
Net Position, Beginning of Year	25,374,573	3,185,967	28,560,540
Net Position, End of Year	\$ 24,017,262	\$ 3,252,657	\$ 27,269,919

18. Related Party Transactions

The College leases a portion of a College-owned building complex known as the College Centre, together with adjacent parking areas, to the Pensacola State College Foundation, Inc. (Foundation). The leased property is used by the Foundation as apartments for students on athletic scholarships and for coaches or counselors assigned by the College to supervise and counsel the student athletes. The lease requires the Foundation to make monthly payments of \$3,714 to the College through July 31, 2019, the end of the lease term.

The College also leases College-owned land and buildings located on Metzger Drive, Pensacola, Escambia County, Florida to the Foundation. The leased property is used by the Foundation as residential apartments for the general public. The lease requires the Foundation to make annual payments of \$1 to the College through June 30, 2023, the end of the lease term. At the option of the Foundation, the lease is renewable for a 1-year term through June 30, 2024.

OTHER REQUIRED SUPPLEMENTARY INFORMATION

Schedule of Changes in the College's Total Other Postemployment Benefits Liability and Related Ratios

	2018	2017
Total OPEB Liability		
Service Cost	\$ 35,850	\$ 37,379
Interest	29,059	24,615
Changes of Assumptions or Other Inputs	(15,946)	(31,011)
Benefit Payments	(46,612)	(18,699)
Net Change in Total OPEB Liability	2,351	12,284
Total OPEB Liability - Beginning	839,353	827,069
Total OPEB Liability - Ending	\$ 841,704	\$ 839,353
Covered-Employee Payroll	\$ 24,110,994	\$ 24,110,994
Total OPEB Liability as a Percentage of Covered-Employee Payroll	3.49%	3.48%

**Schedule of the College's Proportionate Share of the Net Pension Liability –
Florida Retirement System Pension Plan**

	<u>2018 (1)</u>	<u>2017 (1)</u>	<u>2016 (1)</u>	<u>2015 (1)</u>
College's proportion of the FRS net pension liability	0.061844555%	0.060886262%	0.063136719%	0.071557043%
College's proportionate share of the FRS net pension liability	\$ 18,627,900	\$ 18,009,748	\$ 15,942,071	\$ 9,242,554
College's covered payroll (2)	\$ 26,795,476	\$ 26,297,216	\$ 26,311,174	\$ 24,893,556
College's proportionate share of the FRS net pension liability as a percentage of its covered payroll	69.52%	68.49%	60.59%	37.13%
FRS Plan fiduciary net position as a percentage of the FRS total pension liability	84.26%	83.89%	84.88%	92.00%

(1) The amounts presented for each fiscal year were determined as of June 30.

(2) Covered payroll includes defined benefit plan actives, investment plan members, State college system optional retirement plan members, and members in DROP because total employer contributions are determined on a uniform basis (blended rate) as required by Part III of Chapter 121, Florida Statutes.

Schedule of College Contributions – Florida Retirement System Pension Plan

	<u>2019 (1)</u>	<u>2018 (1)</u>	<u>2017 (1)</u>	<u>2016 (1)</u>
Contractually required FRS contribution	\$ 1,912,048	\$ 1,769,533	\$ 1,585,019	\$ 1,547,605
FRS contributions in relation to the contractually required contribution	<u>(1,912,048)</u>	<u>(1,769,533)</u>	<u>(1,585,019)</u>	<u>(1,547,605)</u>
FRS contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
College's covered payroll (2)	\$ 27,793,874	\$ 26,795,476	\$ 26,297,216	\$ 26,311,174
FRS contributions as a percentage of covered payroll	6.88%	6.60%	6.03%	5.88%

(1) The amounts presented for each fiscal year were determined as of June 30.

(2) Covered payroll includes defined benefit plan actives, investment plan members, State college system optional retirement plan members, and members in DROP because total employer contributions are determined on a uniform basis (blended rate) as required by Part III of Chapter 121, Florida Statutes.

<u>2014 (1)</u>	<u>2013 (1)</u>
0.076178452%	0.072086431%
\$ 4,648,006	\$ 12,409,283
\$ 26,059,165	\$ 26,292,027
17.84%	47.20%
96.09%	88.54%

<u>2015 (1)</u>	<u>2014 (1)</u>
\$ 1,744,621	\$ 1,668,631
<u>(1,744,621)</u>	<u>(1,668,631)</u>
<u>\$ -</u>	<u>\$ -</u>
\$ 24,893,556	\$ 26,059,165
7.01%	6.40%

**Schedule of the College's Proportionate Share of the Net Pension Liability –
Health Insurance Subsidy Pension Plan**

	<u>2018 (1)</u>	<u>2017 (1)</u>	<u>2016 (1)</u>	<u>2015 (1)</u>
College's proportion of the HIS net pension liability	0.073691345%	0.075470928%	0.078429231%	0.083866520%
College's proportionate share of the HIS net pension liability	\$ 7,799,575	\$ 8,069,700	\$ 9,140,602	\$ 8,553,066
College's covered payroll (2)	\$ 24,270,611	\$ 24,142,865	\$ 26,311,174	\$ 24,893,556
College's proportionate share of the HIS net pension liability as a percentage of its covered payroll	32.14%	33.42%	34.74%	34.36%
HIS Plan fiduciary net position as a percentage of the HIS total pension liability	2.15%	1.64%	0.97%	0.50%

(1) The amounts presented for each fiscal year were determined as of June 30.

(2) Covered payroll includes defined benefit plan actives, investment plan members, and members in DROP.

Schedule of College Contributions – Health Insurance Subsidy Pension Plan

	<u>2019 (1)</u>	<u>2018 (1)</u>	<u>2017 (1)</u>	<u>2016 (1)</u>
Contractually required HIS contribution	\$ 411,436	\$ 400,867	\$ 399,414	\$ 402,224
HIS contributions in relation to the contractually required HIS contribution	<u>(411,436)</u>	<u>(400,867)</u>	<u>(399,414)</u>	<u>(402,224)</u>
HIS contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
College's covered payroll (2)	\$ 24,785,296	\$ 24,270,611	\$ 24,142,865	\$ 26,311,174
HIS contributions as a percentage of covered payroll	1.66%	1.65%	1.65%	1.53%

(1) The amounts presented for each fiscal year were determined as of June 30.

(2) Covered payroll includes defined benefit plan actives, investment plan members, and members in DROP.

<u>2014 (1)</u>	<u>2013 (1)</u>
0.089074080%	0.092115890%
\$ 8,328,644	\$ 8,019,899
\$ 26,059,165	\$ 26,292,027
31.96%	30.50%
0.99%	1.78%

<u>2015 (1)</u>	<u>2014 (1)</u>
\$ 320,590	\$ 305,138
<u>(320,590)</u>	<u>(305,138)</u>
\$ -	\$ -
\$ 24,893,556	\$ 26,059,165
1.29%	1.17%

1. Schedule of Changes in the College's Total Other Postemployment Benefits Liability and Related Ratios

No assets are accumulated in a trust that meet the criteria in paragraph 4 of GASB Statement No. 75 to pay related benefits.

Changes of Assumptions. Since the prior measurement date, the discount rate increased from 3.56 percent to 3.87 percent due to a change in the Municipal Bond Index Rate.

2. Schedule of Net Pension Liability and Schedule of Contributions – Florida Retirement System Pension Plan

Changes of Assumptions. The long-term expected rate of return was decreased from 7.10 percent to 7.00 percent, and the active member mortality assumption was updated.

3. Schedule of Net Pension Liability and Schedule of Contributions – Health Insurance Subsidy Pension Plan

Changes of Assumptions. The municipal rate used to determine total pension liability increased from 3.58 percent to 3.87 percent.



Sherrill F. Norman, CPA
Auditor General

AUDITOR GENERAL STATE OF FLORIDA

Claude Denson Pepper Building, Suite G74
111 West Madison Street
Tallahassee, Florida 32399-1450



Phone: (850) 412-2722
Fax: (850) 488-6975

The President of the Senate, the Speaker of the
House of Representatives, and the
Legislative Auditing Committee

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Pensacola State College, a component unit of the State of Florida, and its aggregate discretely presented component units as of and for the fiscal year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the College's basic financial statements, and have issued our report thereon dated March 9, 2020, included under the heading **INDEPENDENT AUDITOR'S REPORT**. Our report includes a reference to other auditors who audited the financial statements of the aggregate discretely presented component units, as described in our report on the College's financial statements. This report does not include the results of the other auditors' testing of internal control over financial reporting or compliance and other matters that are reported on separately by those auditors.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the College's internal control over financial reporting (internal control) to determine audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the College's internal control. Accordingly, we do not express an opinion on the effectiveness of the College's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the College's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control

that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the College's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, rules, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the College's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the College's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Respectfully submitted,



Sherrill F. Norman, CPA
Tallahassee, Florida
March 9, 2020

Attachment B EDA 900B Forms



OMB Number: 0610-0094
Expiration Date: 09/30/2018

ED-900B – Beneficiary Information Form

A. General Information

A.1. Proposed EDA Project Title:

proposed by Lead Applicant:

A.2. Beneficiary Organization Name:

A.3. Beneficiary Organization Address:

Street 1:

Street 2:

City:

County:

State:

Province:

Country:

Zip/Postal Code:

A.4. Please characterize the main industry/field of this beneficiary organization including the 6-digit NAICS code for the products and services produced by the organization:

B. Estimated Impact of the EDA Investment

Jobs Created	Jobs Saved	Private Investment
10	29	N/A

B.2. Please identify the basis for the estimated number of jobs that will be created or saved for your organization?

Historic needs and projections of future business.

B.3. What types of private investment are likely to be generated?

N/A

B.4. Please describe the timeframe associated with the jobs and private investment identified in the table above:

2020-2022

B.5. Are there other ways that this project will benefit your business or organization?

Larger pool of qualified applicant for job openings for Commercially Licensed Truck Drivers.

C. Provision of Data on the EDA Investment

The Economic Development Administration (EDA) tracks job and private investment resulting from its awards. If this application results in an award, each beneficiary must provide to the successful recipient job and private investment results up to 9 years after the EDA grant award in order to assist the grantee with fulfilling these reporting requirements.

☒ Check box to indicate that your company intends to provide the recipient with information on jobs and private investment generated as a result of the EDA project.

Signature of authorized representative for the beneficiary organization

Date

Name and title of beneficiary organization authorized representative

Name

Title

Jay Bradshaw

President



OMB Number: 0610-0094
Expiration Date: 09/30/2018

ED-900B – Beneficiary Information Form

A. General Information

A.1. Proposed EDA Project Title:

proposed by Lead Applicant:

A.2. Beneficiary Organization Name:

A.3. Beneficiary Organization Address:

Street 1:

Street 2:

City:

County:

State: 

Province:

Country:

Zip/Postal Code:

A.4. Please characterize the main industry/field of this beneficiary organization including the 6-digit NAICS code for the products and services produced by the organization:

B. Estimated Impact of the EDA Investment

Jobs Created	Jobs Saved	Private Investment
22	66	N/A

B.2. Please identify the basis for the estimated number of jobs that will be created or saved for your organization?

Historic needs and projections of future business.

B.3. What types of private investment are likely to be generated?

N/A

B.4. Please describe the timeframe associated with the jobs and private investment identified in the table above:

2020-2022

B.5. Are there other ways that this project will benefit your business or organization?

Larger pool of qualified applicant for job openings for Commercially Licensed Truck Drivers.

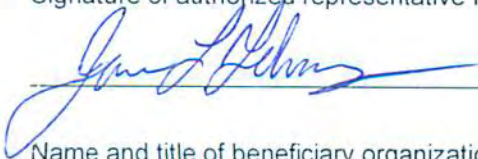
C. Provision of Data on the EDA Investment

The Economic Development Administration (EDA) tracks job and private investment resulting from its awards. If this application results in an award, each beneficiary must provide to the successful recipient job and private investment results up to 9 years after the EDA grant award in order to assist the grantee with fulfilling these reporting requirements.

☒ Check box to indicate that your company intends to provide the recipient with information on jobs and private investment generated as a result of the EDA project.

Signature of authorized representative for the beneficiary organization

Date



11/19/19

Name and title of beneficiary organization authorized representative

Name

James Gilmore

Title

Owner

D. Assurances by Beneficiary that is an "Other Party"

An authorized or corporate representative of any beneficiary that is considered an "Other Party" as defined below, must also sign to show that the beneficiary intends to comply with the U.S. Department of Commerce (DOC) and EDA regulations described below.

As defined at 13 C.F.R. § 302.20(b)(1), an "Other Party" is an entity that intends to create or save **15 or more permanent jobs** as a result of this EDA-supported project and is specifically named in the application as benefiting from the project or will be located in a building; port; facility; or industrial, commercial, or business park constructed or improved in whole or in part with EDA investment assistance prior to EDA's final disbursement of funds.

By submitting these assurances, the Other Party will comply with the following requirements:

- Section 601 of Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d et seq.), and the DOC's implementing regulations at 15 C.F.R. part 8, which proscribe discrimination on the basis of race, color, or national origin.
- 42 U.S.C. 3123, 42 U.S.C. 6709, and the DOC's regulations at 15 C.F.R. part 8a, which proscribe discrimination on the basis of sex.
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), and the DOC's implementing regulations at 15 C.F.R. part 8b, which proscribe discrimination on the basis of disabilities.
- The Age Discrimination Act of 1975, as amended (42 U.S.C. 6101 et seq.), and the DOC's implementing regulations at 15 C.F.R. part 20, which proscribe discrimination on the basis of age.

Signature of authorized representative for the beneficiary ("Other Party") entity

Date

Name and title of beneficiary organization authorized representative

Name

--

Title

--

Instructions for the ED-900B – Beneficiary Information Form

This form must be completed as provided by EDA's policies and at a minimum by an authorized or corporate representative of the identified beneficiary organization whose position reflects the authority required to make these assurances (such as the authority to hire employees). Legal authorization for a corporate official may be specified in the Corporation's or LLC's formation documentation, bylaws, or similar document and under the laws governing the Virgin Islands, American Samoa, Guam and the Commonwealth of the Northern Mariana Islands. In the case of an individual executing this form as a sole proprietor or private owner, the sole proprietor's or owner's role and position must be indicated. For other circumstances, please contact your Regional Office.

A. General Information

1. Enter the title of the proposed EDA project and the lead applicant.
2. Enter the name of the organization that is a "committed beneficiary" in the application for EDA assistance. Note that a separate form must be completed by each identified "committed beneficiary."
3. Enter the address of the organization in #2.
4. Please characterize the main industry/field for the beneficiary organization. A searchable list of North American industries is available at <http://www.census.gov/eos/www/naics/>.

B. Estimated Impact of the EDA Investment

This section should be completed by each beneficiary of the proposed project that has been identified as "committed" by the EDA applicant.

For the purposes of completing the table in this section

- Jobs created means that as a direct result of this project, these jobs will be generated.
- Jobs saved means that without this project, the jobs listed here would be lost.

Only long-term, full-time direct jobs should be listed in the table. Part-time jobs should be converted to full-time equivalents (sum the total part-time hours worked per week and divide by the hourly work week for full-time employees, normally 35-40 hours).

- Private Investment means the total private sector capital investment made because of the EDA investment, including investments in new plant and equipment. Do not report private sector contributions to project construction or loan fund capitalization reported above in this section.

C. Provision of Data on the EDA Investment

This section should be completed by each beneficiary of the proposed project that has been identified as "committed" by the EDA applicant.

D. Assurances by Beneficiary that is an "Other Party"

Any beneficiary that meets the definition of "Other Party" that will create or save 15 or more permanent jobs as a result of the EDA investment, must have an authorized representative for the beneficiary "Other Party" organization complete Section D.



ED-900B – Beneficiary Information Form

A. General Information

A.1. Proposed EDA Project Title:

proposed by Lead Applicant:

A.2. Beneficiary Organization Name:


A.3. Beneficiary Organization Address:

Street 1:

Street 2:

City:

County:

State: 

Province:

Country:

Zip/Postal Code:

A.4. Please characterize the main industry/field of this beneficiary organization including the 6-digit NAICS code for the products and services produced by the organization:

B. Estimated Impact of the EDA Investment

Jobs Created	Jobs Saved	Private Investment
15	165	

B.2. Please identify the basis for the estimated number of jobs that will be created or saved for your organization?

Historical needs, anticipated retirements and projected increases in business and contracts over the next three years.

B.3. What types of private investment are likely to be generated?

Truck donation for training purposes

B.4. Please describe the timeframe associated with the jobs and private investment identified in the table above:

2020-2022

B.5. Are there other ways that this project will benefit your business or organization?

Larger pool of qualified applicants

C. Provision of Data on the EDA Investment

The Economic Development Administration (EDA) tracks job and private investment resulting from its awards. If this application results in an award, each beneficiary must provide to the successful recipient job and private investment results up to 9 years after the EDA grant award in order to assist the grantee with fulfilling these reporting requirements.

☒ Check box to indicate that your company intends to provide the recipient with information on jobs and private investment generated as a result of the EDA project.

Signature of authorized representative for the beneficiary organization

Date



11/21/2019

Name and title of beneficiary organization authorized representative

Name

Stewart Houghatling

Title

Operations Manager



ED-900B – Beneficiary Information Form

A. General Information

A.1. Proposed EDA Project Title:

proposed by Lead Applicant:

A.2. Beneficiary Organization Name:

A.3. Beneficiary Organization Address:

Street 1:

Street 2:

City:

County:

State: 

Province:

Country:

Zip/Postal Code:

A.4. Please characterize the main industry/field of this beneficiary organization including the 6-digit NAICS code for the products and services produced by the organization:

B. Estimated Impact of the EDA Investment

Jobs Created	Jobs Saved	Private Investment
185	670	N/A

B.2. Please identify the basis for the estimated number of jobs that will be created or saved for your organization?

Based on historic needs and projections of future business.

B.3. What types of private investment are likely to be generated?

N/A

B.4. Please describe the timeframe associated with the jobs and private investment identified in the table above:

2020-2022

B.5. Are there other ways that this project will benefit your business or organization?

Larger pool of qualified applicants for job openings.

C. Provision of Data on the EDA Investment

The Economic Development Administration (EDA) tracks job and private investment resulting from its awards. If this application results in an award, each beneficiary must provide to the successful recipient job and private investment results up to 9 years after the EDA grant award in order to assist the grantee with fulfilling these reporting requirements.

☒ Check box to indicate that your company intends to provide the recipient with information on jobs and private investment generated as a result of the EDA project.

Signature of authorized representative for the beneficiary organization

Date

Emily Harvey

12-2-19

Name and title of beneficiary organization authorized representative

Name

Title

Emily Harvey

HR Business Partner

D. Assurances by Beneficiary that is an "Other Party"

An authorized or corporate representative of any beneficiary that is considered an "Other Party" as defined below, must also sign to show that the beneficiary intends to comply with the U.S. Department of Commerce (DOC) and EDA regulations described below.


As defined at 13 C.F.R. § 302.20(b)(1), an "Other Party" is an entity that intends to create or save **15 or more permanent jobs** as a result of this EDA-supported project and is specifically named in the application as benefiting from the project or will be located in a building; port; facility; or industrial, commercial, or business park constructed or improved in whole or in part with EDA investment assistance prior to EDA's final disbursement of funds.

By submitting these assurances, the Other Party will comply with the following requirements:

- Section 601 of Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d et seq.), and the DOC's implementing regulations at 15 C.F.R. part 8, which proscribe discrimination on the basis of race, color, or national origin.
- 42 U.S.C. 3123, 42 U.S.C. 6709, and the DOC's regulations at 15 C.F.R. part 8a, which proscribe discrimination on the basis of sex.
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), and the DOC's implementing regulations at 15 C.F.R. part 8b, which proscribe discrimination on the basis of disabilities.
- The Age Discrimination Act of 1975, as amended (42 U.S.C. 6101 et seq.), and the DOC's implementing regulations at 15 C.F.R. part 20, which proscribe discrimination on the basis of age.

Signature of authorized representative for the beneficiary ("Other Party") entity

Date

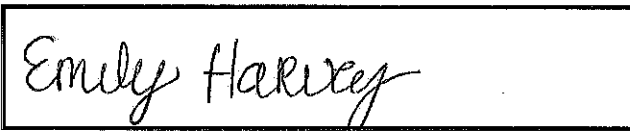


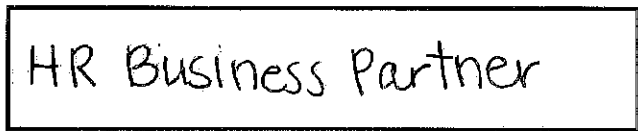
12-2-19

Name and title of beneficiary organization authorized representative

Name

Title





Instructions for the ED-900B – Beneficiary Information Form

This form must be completed as provided by EDA's policies and at a minimum by an authorized or corporate representative of the identified beneficiary organization whose position reflects the authority required to make these assurances (such as the authority to hire employees). Legal authorization for a corporate official may be specified in the Corporation's or LLC's formation documentation, bylaws, or similar document and under the laws governing the Virgin Islands, American Samoa, Guam and the Commonwealth of the Northern Marianas Islands. In the case of an individual executing this form as a sole proprietor or private owner, the sole proprietor's or owner's role and position must be indicated. For other circumstances, please contact your Regional Office.

A. General Information

1. Enter the title of the proposed EDA project and the lead applicant.
2. Enter the name of the organization that is a "committed beneficiary" in the application for EDA assistance. Note that a separate form must be completed by each identified "committed beneficiary."
3. Enter the address of the organization in #2.
4. Please characterize the main industry/field for the beneficiary organization. A searchable list of North American industries is available at <http://www.census.gov/eos/www/naics/>.

B. Estimated Impact of the EDA Investment

This section should be completed by each beneficiary of the proposed project that has been identified as "committed" by the EDA applicant.

For the purposes of completing the table in this section

- Jobs created means that as a direct result of this project, these jobs will be generated.
- Jobs saved means that without this project, the jobs listed here would be lost.

Only long-term, full-time direct jobs should be listed in the table. Part-time jobs should be converted to full-time equivalents (sum the total part-time hours worked per week and divide by the hourly work week for full-time employees, normally 35-40 hours).

- Private Investment means the total private sector capital investment made because of the EDA investment, including investments in new plant and equipment. Do not report private sector contributions to project construction or loan fund capitalization reported above in this section.

C. Provision of Data on the EDA Investment

This section should be completed by each beneficiary of the proposed project that has been identified as "committed" by the EDA applicant.

D. Assurances by Beneficiary that is an "Other Party"

Any beneficiary that meets the definition of "Other Party" that will create or save 15 or more permanent jobs as a result of the EDA investment, must have an authorized representative for the beneficiary "Other Party" organization complete Section D.

Attachment C Letters of Support



CHUCK'S

CONCRETE PUMPING

September 23, 2019

Dr. Edward Meadows, President
Pensacola State College
1000 College Blvd.
Pensacola, FL 32504

Dear Dr. Meadows:

Chuck's Concrete Pumping fully supports Pensacola State College's efforts to meet the critical need for truck drivers in the U.S. According to the American Trucking Association, America will be short 175,000 drivers by 2026. This shortage is driven mostly by an aging male-dominated workforce.

New training opportunities offered by the College will allow our organization to meet workforce needs into the future.

Estimated Jobs Created			Estimated Jobs Retained		
2020	2021	2022	2020	2021	2022
2	1	1	2	1	1

In addition, Chuck's Concrete Pumping is committed to supporting these training efforts by providing:

- Employee scholarships
- Equipment
- Guest speakers for classroom training
- Representatives for job fairs

Thank you,

Jake Sullivan
General Manager
Chuck's Concrete Pumping, LLC



Coastal Moving and Storage

4321 N. "W" St. • Pensacola, FL 32505
Phone: 850-433-8308 • Toll Free: 800-456-8308 • Fax: 850-433-7778

September 9, 2019

Dr. Edward Meadows, President
Pensacola State College
1000 College Blvd.
Pensacola, FL 32504

Dear Dr. Meadows:

Coastal Moving and Storage fully supports Pensacola State College's efforts to meet the critical need for truck drivers in the U.S. According to the American Trucking Association, America will be short 175,000 drivers by 2026. This shortage is driven mostly by an aging male-dominated workforce.

New training opportunities offered by the College will allow our organization to meet workforce needs into the future.

Estimated Jobs Created			Estimated Jobs Retained		
2020	2021	2022	2020	2021	2022
2	4	4	7	11	11

In addition, Coastal Moving and Storage is committed to supporting these training efforts by providing:

- Employee scholarships
- Equipment
- Guest speakers for classroom training
- Representatives for job fairs

Thank you

Jay Bradshaw
President

September 9, 2019

Dr. Edward Meadows, President
Pensacola State College
1000 College Blvd.
Pensacola, FL 32504

Dear Dr. Meadows:

Gilmore Services fully supports Pensacola State College's efforts to meet the critical need for truck drivers in the U.S. According to the American Trucking Association, America will be short 175,000 drivers by 2026. This shortage is driven mostly by an aging male-dominated workforce.

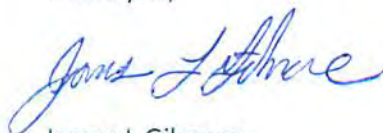
New training opportunities offered by the College will allow our organization to meet workforce needs into the future.

Estimated Jobs Created			Estimated Jobs Retained		
2020	2021	2022	2020	2021	2022
5	7	10	20	22	24

In addition, Gilmore Services is committed to supporting these training efforts by providing:

- Employee scholarships
- Equipment
- Guest speakers for classroom training
- Representatives for job fairs

Thank you,



James L Gilmore



Gulf Power®

October 3, 2019

Dr. Edward Meadows
President
Pensacola State College
1000 College Blvd.
Pensacola, FL 32504

Dear Dr. Meadows:

Gulf Power fully supports Pensacola State College's efforts to meet the critical need for truck drivers in the U.S. According to the American Trucking Association, America will be short 175,000 drivers by 2026. This shortage is driven mostly by an aging male-dominated workforce.

New training opportunities offered by the College will support our workforce needs into the future. Many of our positions require active commercial driver's licenses (CDL), especially those in our distribution and transmission field crews.

Gulf Power is committed to supporting these training efforts by consideration of providing:

- Equipment
- Guest speakers for classroom training
- Representatives for job fairs

Thank you,

Sandy Sims
Director of External Relations

September 9, 2019

Dr. Edward Meadows, President
Pensacola State College
1000 College Blvd.
Pensacola, FL 32504

Dear Dr. Meadows:

Ready Mix USA, LLC fully supports Pensacola State College's efforts to meet the critical need for truck drivers in the U.S. According to the American Trucking Association, America will be short 175,000 drivers by 2026. This shortage is driven mostly by an aging male-dominated workforce.

New training opportunities offered by the College will allow our organization to meet workforce needs into the future.

Estimated Jobs Created			Estimated Jobs Retained		
2020	2021	2022	2020	2021	2022
50	60	75	150	160	175

In addition, Ready Mix USA, LLC is committed to supporting these training efforts by providing:

- Employee scholarships
- Equipment
- Guest speakers for classroom training
- Representatives for job fairs

Thank you,



READY MIX USA
Emily Harvey
Mid South Human Resources Manager - United States of America
Office : (850) 477-2899
3008 S. Hwy 95, Cantonment, FL 32533
e-Mail: Emily.rogers@rmusa.cemex.com
www.cemexusa.com

SEMINOLE EXPRESS

32585 U.S. Hwy 90
Seminole, AL. 36574

PH (251) 946-2670
FX (251) 946-2554

September 9, 2019

Dr. Edward Meadows, President
Pensacola State College
1000 College Blvd.
Pensacola, FL 32504

Dear Dr. Meadows:

Seminole Express fully supports Pensacola State College's efforts to meet the critical need for truck drivers in the U.S. According to the American Trucking Association, America will be short 175,000 drivers by 2026. This shortage is driven mostly by an aging male-dominated workforce.

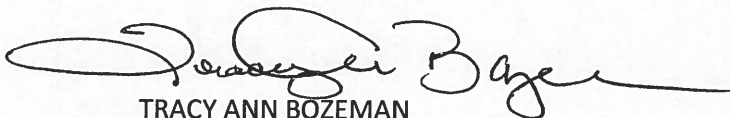
New training opportunities offered by the College will allow our organization to meet workforce needs into the future.

Estimated Jobs Created			Estimated Jobs Retained		
2020	2021	2022	2020	2021	2022
15	20	40	55	63	72

In addition, Seminole Express is committed to supporting these training efforts by providing:

- Guest speakers for classroom training
- Representatives for job fairs

Thank you,



TRACY ANN BOZEMAN
Safety & Recruiting



September 9, 2019

Dr. Edward Meadows, President
Pensacola State College
1000 College Blvd.
Pensacola, FL 32504

Dear Dr. Meadows:

Southeastern Freight Lines fully supports Pensacola State College's efforts to meet the critical need for truck drivers in the U.S. According to the American Trucking Association, America will be short 175,000 drivers by 2026. This shortage is driven mostly by an aging male-dominated workforce.

New training opportunities offered by the College will allow our organization to meet workforce needs into the future.

Estimated Jobs Created			Estimated Jobs Retained		
2020	2021	2022	2020	2021	2022
5	5	5	37	40	42

In addition, Southeastern Freight Lines, Inc. is committed to supporting these training efforts by providing:

- Employee scholarships
- Equipment
- Guest speakers for classroom training
- Representatives for job fairs

Thank you,

Chris Turner
Manager – Pensacola, Fl. Operations



Workforce Education



Escambia County School District
Timothy A. Smith, Superintendent of Schools
J. E. Hall Center

30 East Texar Drive | Pensacola, FL 32503
Office: 850.469.5356 & 850.469.5357 – Fax: 850.469.5640

Director: Steven T. Harrell – 850.469.5304

Workforce Education Specialists:

Aisha Adkison – 850.469.5305 | Lori Anderson – 850.469.5360 | Kenneth Atkinson – 850.469.5309

January 21, 2021

Dr. Edward Meadows, President
Pensacola State College
1000 College Blvd.
Pensacola, FL 32504

Dear Dr. Meadows:

The Escambia County School District office of Workforce Education is pleased to support Pensacola State College's application to the Triumph Gulf Coast Board for funding to support increasing capacity of their Commercial Vehicle Driving program. The availability of qualified and eligible drivers to transport our K-12 students is already at crisis levels. Recently, there were 70 driver positions, covering 210 routes, which were unfilled. Pensacola State College's program will help increase the pool of qualified applicants to fill these positions.

We are committed to supporting this program by:

- Providing classroom presentations related to employment opportunities
- Providing interviews to all qualified and eligible program completers
- Providing membership on the program advisory committee

We appreciate the Board's consideration of Pensacola State College's application for funding to support this project.

Sincerely,

Steven T. Harrell
Workforce Education Director



September 4, 2019

Mr. Greg Vaday
Economic Development Representative
U.S. Department of Commerce
Atlanta Regional Office
401 West Peachtree Street, N.W., Suite 1820
Atlanta, Georgia 30308

Re: Pensacola State College EDA Application / CDL Training Facility

Dear Mr. Vaday:

Pensacola State College is in the process of developing a training facility at the Santa Rosa Industrial Park East that will support a CDL training program. This program is consistent with the Emerald Coast Regional Council's 2018-2022 Comprehensive Economic Development Strategy. The promotion of career pathways that are responsive to regional employment needs, is a stated need under the *Talent Supply and Education* component. Should you have any questions, please feel free to contact me at (850) 279-6848.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ada Clark', written over a light blue horizontal line.

Ada Clark
Grants and Disaster Recovery Coordinator

4 West Garden Street Suite 518 Pensacola, FL
907 898 4902 Pensacola, FL 32504
850.898.4902



October 14, 2019

Dr. Edward Meadows, President
Pensacola State College
1000 College Blvd.
Pensacola, FL 32504

Dear Dr. Meadows:

It is my pleasure to offer Pensacola State College the support of FloridaWest Economic Development Alliance, Inc. for your application to the U.S. Department of Commerce Economic Development Administration Economic Development Assistance Program (CFDA 11.300).

FloridaWest is the region's economic development organization with the mission of building, growing and sustaining the economic potential and prosperity of Northwest Florida. Pensacola State College is strategically poised to make a significant contribution to meeting this critical workforce need in our region.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Luth". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Scott Luth
CEO, Florida West



October 9, 2019

Dr. Edward Meadows, President
Pensacola State College
1000 College Blvd.
Pensacola, FL 32504

Dear Dr. Meadows:

It is my pleasure to offer Pensacola State College the support of the Santa Rosa Economic Development Office for your application to the U.S. Department of Commerce Economic Development Administration Economic Development Assistance Program (CFDA 11.300).

The Santa Rosa County Economic Development Office partners with regional organizations along the Gulf Coast to help grow businesses. A mutually beneficial land swap deal will allow Pensacola State College to locate their commercial driving program in the Santa Rosa Industrial Park East. The location of this training facility is two miles from U.S. Interstate 10, and is not far from airport and port facilities, providing excellent training experiences for program students. Pensacola State College is strategically poised to make a significant contribution to meeting this critical workforce need in our region.

Sincerely,

Shannon Ogletree
Executive Director



Steve Rhodes
Board Chairman

Sheryl Rehberg
Chief Executive Officer

October 9, 2019

Dr. Edward Meadows, President
Pensacola State College
1000 College Blvd.
Pensacola, FL 32504

Dear Dr. Meadows:

It is my please to offer Pensacola State College the support of CareerSource Escarosa for your application to the U.S. Department of Commerce Economic Development Administration Economic Development Assistance Program (CFDA 11.300).

CareerSource Escarosa, one of Florida's 24 local Workforce Boards, provides employment and training resources for area job seekers and employers. We have a mutually beneficial relationship and a long history of working with the College. The national truck driver shortage is reflected in employers' need in our region, and we encouraged Pensacola State College to implement a commercial driving training program. Pensacola State College is strategically poised to make a significant contribution to meeting this critical workforce need.

CareerSource Escarosa is committed to the success of this project and will refer interested clients to the program. We also intend to financially support eligible clients by providing Individual Training Accounts that amount to scholarships with our formula funds from the Workforce Innovation and Opportunity Act. We look forward to more drivers being trained locally in order to meet the high demand we see every day in our business community.

Sincerely,

A handwritten signature in black ink that reads "Sheryl Rehberg".

Sheryl Rehberg
Chief Executive Officer





Steve Rhodes
Board Chairman

Sheryl Rehberg
Chief Executive Officer





**THE FLORIDA HOUSE OF REPRESENTATIVES
STATE REPRESENTATIVE ALEX ANDRADE**

District 2

**Jose Oliva
Speaker of the House**

**MaryLynn Magar
Speaker Pro Tempore**

August 30, 2019

Dr. Edward Meadows, President
Pensacola State College
1000 College Blvd.
Pensacola, FL 32504

Dear Dr. Meadows:

It is my pleasure to offer Pensacola State College my support for your application to the U.S. Department of Commerce Economic Development Administration Economic Development Assistance Program (CFDA 11.300). This program offers a unique opportunity for the College to receive support to prepare individuals to meet the need for qualified commercial drivers.

The pursuit of external funding to augment available training services the College is already providing is critical. I appreciate Pensacola State College's planning and action in trying to meet this need.

I know that the Pensacola State College is strategically poised to make a significant contribution to meeting this critical workforce need. The College has a long history of providing service to the citizens of the Florida Panhandle.

Please be assured that I am fully committed to the goals of this project and offer you any support possible in this process and I ask you to keep me and my staff informed of your progress.

Sincerely,


Alex Andrade
State Representative, District 2



THE FLORIDA SENATE

Tallahassee, Florida 32399-1100

COMMITTEES:

Banking and Insurance, *Chair*
Agriculture
Appropriations Subcommittee on Agriculture,
Environment, and General Government
Community Affairs
Military and Veterans Affairs and Space

JOINT COMMITTEE:

Joint Committee on Public Counsel Oversight

SENATOR DOUG BROXSON
1st District

September 4, 2019

Dr. Edward Meadows, President
Pensacola State College
1000 College Blvd.
Pensacola, FL 32504

Dear Dr. Meadows:

It is my pleasure to offer Pensacola State College my support for your application to the U.S. Department of Commerce Economic Development Administration Economic Development Assistance Program (CFDA 11.300). This program offers a unique opportunity for the College to receive support to prepare individuals to meet the need for qualified commercial drivers.

The pursuit of external funding to augment available training services the College is already providing is critical. I appreciate Pensacola State College's planning and action in trying to meet this need.

I know that the Pensacola State College is strategically poised to make a significant contribution to meeting this critical workforce need. The College has a long history of providing service to the citizens of the Florida Panhandle.

Please be assured that I am fully committed to the goals of this project and offer you any support possible in this process and I ask you to keep me and my staff informed of your progress.

Sincerely,

A handwritten signature in cursive script, reading "Doug Broxson".

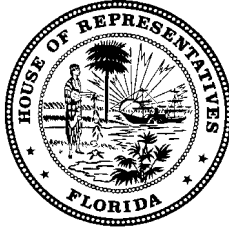
REPLY TO:

- ☐ 418 West Garden Street, 4th Floor, Room 403, Pensacola, Florida 32502 (850) 595-1036
- ☐ 318 Senate Building, 404 South Monroe Street, Tallahassee, Florida 32399-1100 (850) 487-5001

Senate's Website: www.flsenate.gov

BILL GALVANO
President of the Senate

DAVID SIMMONS
President Pro Tempore



Florida House of Representatives

Representative Mike Hill

District 1

District Office:

8800 N 9th Ave
Pensacola, FL 32514
(850) 494-5690
(850) 494-5693 (fax)

Tallahassee Office:

1101 The Capitol
402 South Monroe Street
Tallahassee, FL 32399-1300
(850) 717-5001

Email: mike.hill@myfloridahouse.com

December 10, 2019

Dr. Edward Meadows, President
Pensacola State College
1000 College Blvd.
Pensacola, FL 32504

Dear Dr. Meadows,

It is my pleasure to offer Pensacola State College my support for your application to the U.S. Department of Commerce Economic Development Administration Economic Development Assistance Program (CFDA 11.300). This program offers a unique opportunity for the College to receive support to prepare individuals to meet the need for qualified commercial drivers.

The pursuit of external funding to augment available training services the College is already providing is critical. I appreciate Pensacola State College's planning and action in trying to meet this need.

I know that the Pensacola State College is strategically poised to make a significant contribution to meeting this critical workforce need. The College has a long history of providing service to the citizens of the Florida Panhandle.

Please be assured that I am fully committed to the goals of this project and offer you any support possible in this process and I ask you to keep me and my staff informed of your progress.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Hill", written in a cursive style.

Representative Mike Hill

Proudly Serving Escambia County

**Agriculture and Natural Resources Subcommittee ~ PreK-12 Quality Subcommittee ~ Judiciary
Committee ~ Civil Justice Subcommittee ~ Public Integrity and Ethics Committee**



Florida House of Representatives
Representative Jaye Williamson
District 3

District Office:
4519 Woodbine Road
Pace, FL 32571
(850) 995-3698
(850) 995-3699 (fax)

Tallahassee Office:
222 The Capitol
402 South Monroe Street
Tallahassee, FL 32399
(850) 717-5003

August 29, 2019

Dr. Edward Meadows, President
Pensacola State College
1000 College Blvd.
Pensacola, FL 32504

Dear Dr. Meadows:

It is my pleasure to offer Pensacola State College my support for your application to the U.S. Department of Commerce Economic Development Administration Economic Development Assistance Program (CFDA 11.300). This program offers a unique opportunity for the College to receive support to prepare individuals to meet the need for qualified commercial drivers.

The pursuit of external funding to augment available training services the College is already providing is critical. I appreciate Pensacola State College's planning and action in trying to meet this need.

I know that the Pensacola State College is strategically poised to make a significant contribution to meeting this critical workforce need. The College has a long history of providing service to the citizens of the Florida Panhandle.

Please be assured that I am fully committed to the goals of this project and offer you any support possible in this process and I ask you to keep me and my staff informed of your progress.

Sincerely,

A handwritten signature in black ink, appearing to read "Jaye Williamson", followed by a horizontal line.

*Government Operations & Technology Appropriations Subcommittee, Chair • House Appropriations Committee
Joint Legislative Budget Commission • Workforce Development & Tourism Subcommittee, Vice Chair • Commerce Committee
Energy & Utilities Subcommittee*

Email: jaye.williamson@myfloridahouse.gov

Attachment D Pensacola New Journal article
describing land swap with Santa
Rosa County

Santa Rosa County to get soccer fields, PSC to get truck driving school in land swap

Annie Blanks, Pensacola News Journal Published 6:00 a.m. CT July 24, 2019

Pensacola State College and Santa Rosa County each have something the other entity wants — land.

The county has 15 acres available at its I-10 Industrial Park complex that [the college wants to use to open up a truck driving school \(/story/news/2019/05/23/pensacola-state-college-honors-distinguished-alumni-awards-gala/3747764002/\)](#). The college has a 15-acre parcel and an adjacent 7.35-acre parcel of land at its Gulf Breeze campus that the county wants to use to construct recreational soccer fields for the public.

Now, thanks to a contract that's expected to be formally approved by the County Commission on Thursday, the county and the college are poised to enter into a 40-year "land swap" lease agreement that will give them both what they want.

"We've been talking to Pensacola State College for a number of years about putting soccer fields somewhere on the south campus," said District 5 Commissioner Lane Lynchard, who has been leading the charge to bring more soccer fields to the county. "Dr. (Edward) Meadows (president of PSC) told me that they wanted to start a truck driver training school. At that point, we saw the opportunity to partner together — they needed the land for the school, we needed more space for recreational fields in the south end of the county."

List: [Santa Rosa County projects half-cent sales tax increase would fund \(/story/news/2019/06/27/santa-rosa-county-projects-half-cent-sales-tax-increase-would-fund/1562209001/\)](#).

Soccer fields in Pensacola: [Pensacola youth soccer land swap gets OK from Pensacola City Council \(/story/news/2018/11/09/pensacola-youth-soccer-land-swap-ymca-gets-ok-pensacola-city-council/1938601002/\)](#)

Commissioners moved the item to Thursday's consent agenda without objection, meaning it will likely be formally approved then.

In a presentation to the county Monday, Meadows said the college was excited to bring the new technical trade program to Santa Rosa County and saw benefits to both the county and the college with the land swap agreement.

"This is a win-win not only for the County Commissioners and Pensacola State College, but certainly for the community in a lot of different ways," Meadows said. "With the land itself, at the South Santa Rosa center, you have the opportunity for economic development there with out-of-town and out-of-county teams coming to play tournaments, and certainly with the truck driving school and the industrial park as the anchor tenant, we have to construct a decent mechanics program at that same location and possibly a linemen training program. I think that (these) will be highly beneficial and visible programs."

Per the terms of the lease agreement, each entity will rent the land to the other for \$1 per year. The college and the county both have the ability to construct on the land pursuant to the terms of the agreement — recreational sports fields for the county, and a technical trade school and associated building needs for the college.

The county hasn't done any engineering or site planning for the fields yet, and Lynchard said the total cost of the new project hasn't been determined. The parcels are expected to be able to hold eight full-sized soccer fields. Funding could come from a proposed half-cent sales tax increase [that voters will decide on this October \(/story/news/2019/06/27/santa-rosa-county-projects-half-cent-sales-tax-increase-would-fund/1562209001/\)](#).

School safety: [SRSO's 2020 budget includes more money for deputies, school safety, vehicles, salary raises \(/story/news/2019/07/22/srsos-2020-budget-includes-more-money-deputies-school-safety/1775667001/\)](#)

Exhibits Soccer Field Lease



A map shows the lease agreement between Santa Rosa County and Pensacola State College for a soccer field complex at PSC's Gulf Breeze campus center. (Photo: Courtesy of Santa Rosa County)

There are soccer fields located at [five other locations in the county \(https://www.santarosa.fl.gov/274/Soccer-Fields\)](https://www.santarosa.fl.gov/274/Soccer-Fields): East Milton Park, Navarre Soccer Park, Optimist Park (Milton), Santa Rosa Soccer and Horse Complex (Pace) and Tiger Point (Gulf Breeze). But Lynchard said those locations aren't sufficient for the hundreds of Santa Rosa County children who sign up for sports every year.

"We don't have enough field space right now for kids that want to play soccer," Lynchard said. "They are constantly shuffling kids around to different field spaces. They utilize the baseball fields for soccer practice and games during the spring, and during the fall seasons we only have Tiger Point Park, which is about 20 acres. ... Every year, more and more kids are participating in recreational sports at Tiger Point, so we've just outgrown that park and need additional space for soccer."

But not everyone is on board with the plan.

Sandy Dimick, who lives on Soundside Drive and [is a member of the citizen activist group Save Our Soundside \(/story/news/2018/11/09/santa-rosa-county-citizen-groups-save-our-soundside-santa-rosa-shores-homeowners-association/1933337002/\)](#), implored the board to consider the effects that [razing more than 20 acres of trees would have on the community.](#)

Want to stay up to date on the latest news? [Click here to subscribe to pnj.com \(https://offers.pnj.com/specialoffer?gps-source=CPNEWS&utm_medium=onsite&utm_source=news&utm_campaign=NEWSROOM&utm_content=NEWS\).](#)

"What we would like to ask is that with the soccer fields, I get that there's a need for them, but can we put them somewhere else?" Dimick asked the commissioners on Monday. "I mean, why clear cut or bulldoze 15 more acres of trees when each tree can absorb 2,380 gallons of rainfall a year. ... When we have a rain event, where is that water going to go?"

Lynchard replied that he had been looking for "somewhere else" to put the soccer fields "for 10 years," and this was the most viable option he has found. He said the long-term plan for the college was to develop the land anyway.

"It's gone back probably six or seven years that we've been kicking this back and forth, so it's exciting to see it move forward," Lynchard said. "Four hundred or 500 kids sign up for sports every year, maybe more than that, so this is something that our community needs for the kids that live here and play sports here."

Newsletters

Get the **Storm Watch** newsletter in your inbox.

Latest news updates during the emergency.

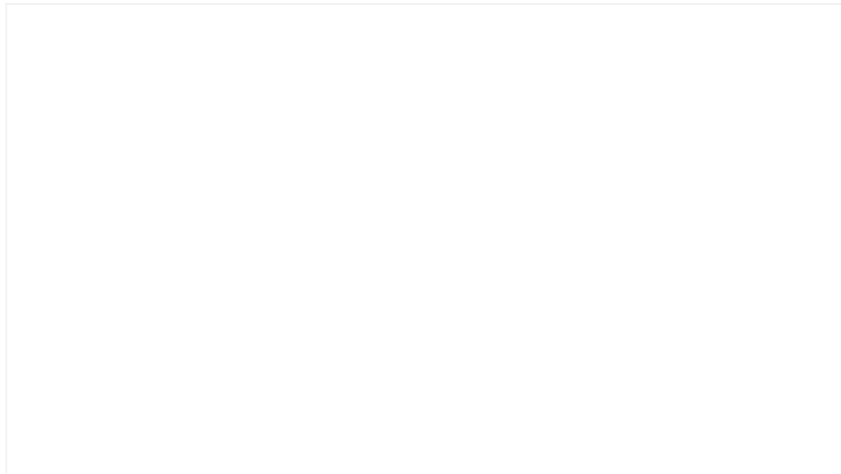
Delivery: Varies

Your Email

debdouma@hotmail.com



Annie Blanks can be reached at ablanks@pnj.com or 850-435-8632.



DIG DEEPER

Trending stories



- [Evidence in Escambia County deputy 'sex ring' case was damaged, new motion claims](https://www.pnj.com/story/news/2019/07/31/evidence-escambia-county-deputy-sex-ring-case-damaged-motion-claims/1872014001/?utm_source=oembed&utm_medium=onsite&utm_campaign=storylines&utm_content=news&utm_term=2997452002)
(https://www.pnj.com/story/news/2019/07/31/evidence-escambia-county-deputy-sex-ring-case-damaged-motion-claims/1872014001/?utm_source=oembed&utm_medium=onsite&utm_campaign=storylines&utm_content=news&utm_term=2997452002)
- [UWF and IHMC select inaugural director of new robotics research doctorate program](https://www.pnj.com/story/news/local/2019/07/31/uwf-ihmc-hire-kristen-venable-lead-robotics-research-doctorate-program/1865746001/?utm_source=oembed&utm_medium=onsite&utm_campaign=storylines&utm_content=news&utm_term=2997452002)
(https://www.pnj.com/story/news/local/2019/07/31/uwf-ihmc-hire-kristen-venable-lead-robotics-research-doctorate-program/1865746001/?utm_source=oembed&utm_medium=onsite&utm_campaign=storylines&utm_content=news&utm_term=2997452002)
- [How hard is it to start a business in Pensacola? And how can we make it easier?](https://www.pnj.com/story/news/2019/07/31/pensacola-business-attract-support-new-startups-entrepreneurs-economic-development/1825867001/?utm_source=oembed&utm_medium=onsite&utm_campaign=storylines&utm_content=news&utm_term=2997452002)
(https://www.pnj.com/story/news/2019/07/31/pensacola-business-attract-support-new-startups-entrepreneurs-economic-development/1825867001/?utm_source=oembed&utm_medium=onsite&utm_campaign=storylines&utm_content=news&utm_term=2997452002)
- [Escambia County Commissioner Doug Underhill calls for repeal of 4-cent gas tax](https://www.pnj.com/story/news/2019/07/31/escambia-county-gas-tax-doug-underhill-wants-repeal-4-cent-tax/1868632001/?utm_source=oembed&utm_medium=onsite&utm_campaign=storylines&utm_content=news&utm_term=2997452002)
(https://www.pnj.com/story/news/2019/07/31/escambia-county-gas-tax-doug-underhill-wants-repeal-4-cent-tax/1868632001/?utm_source=oembed&utm_medium=onsite&utm_campaign=storylines&utm_content=news&utm_term=2997452002)

Read or Share this story: <https://www.pnj.com/story/news/2019/07/24/santa-rosa-county-pensacola-state-college-land-swap-means-soccer-fields-truck-driving-school/1803998001/>

Attachment E Lease Agreement

**LEASE AGREEMENT BETWEEN
SANTA ROSA COUNTY AND
PENSACOLA STATE COLLEGE**

THIS LEASE AGREEMENT is made effective on the 1st day of September, 2019 (the "Effective Date") by and between **SANTA ROSA COUNTY, FLORIDA**, a political subdivision of the State of Florida ("Landlord") and **THE DISTRICT BOARD OF TRUSTEES OF PENSACOLA STATE COLLEGE, FLORIDA**, a Florida public State College ("Tenant").

WHEREAS, Landlord owns certain property located in the Santa Rosa Industrial Park East upon which the Tenant desires to construct and operate a commercial truck driver training program and other technical educational programs, and

WHEREAS, Landlord desires to lease said property to the Tenant to support the Tenant's technical educational programs and to promote economic development through workforce training,

NOW THEREFORE, for and in consideration of the mutual covenants and agreements set forth herein, the receipt and sufficiency of which are hereby acknowledged, Landlord and the Tenant agree as follows:

1. **LEASE OF PREMISES.** Landlord hereby leases to the Tenant that certain parcel of real property located in Section 28, Township 2 North, Range 27 West on Jeff Ates Road in the Santa Rosa Industrial Park East in Santa Rosa County, Florida, more particularly described in Exhibit "A" attached hereto and made a part hereof by reference (the "Leased Premises").
2. **TERM.** This Lease shall commence on the Effective Date set forth above and shall continue for a period of forty (40) years, ending on August 31, 2059.
3. **RENT.** During the term of this lease, Tenant shall pay to Landlord the sum of One Dollar (\$1.00) per year. Additionally, so long as the Tenant offers a commercial truck driver training program the Tenant will provide Landlord with enrollment in the program for up to two (2) students designated by Landlord per year, with the cost of tuition, but not fees, waived for such enrollment.
4. **USE OF THE PREMISES.** The Tenant will use the Leased Premises as an educational facility to provide technical education programs such as commercial truck driver training, lineman training, diesel mechanic training, and other additional education programs to be implemented in the future.
5. **SITE PREPARATION.** Landlord agrees to clear the Leased Premises by removing and disposing of trees, snags, stumps, shrubs, brush, limbs, and other vegetative growth, and then grubbing to remove and dispose of wood and root matter including stumps, trunks, roots, or root systems.
6. **IMPROVEMENTS.** The Tenant shall be free to construct or install buildings, pavement, fencing, signage, and any other improvements related to providing educational programs on the Leased Premises. Landlord shall have the right to review and approve all proposed improvements on the

Leased Premises, which approval shall not be unreasonably withheld, conditioned or delayed. If Landlord does not notify Tenant of any objection to any proposed improvements within ten (10) days after Landlord has received the plans and specifications therefor, then Landlord shall be deemed to have approved same. Tenant covenants and agrees to construct the proposed improvements in a good and workmanlike manner and in accordance with the plans and specifications therefor. The Tenant will be responsible for the cost of constructing all improvements on the Leased Premises. All improvements constructed will be maintained by the Tenant at its sole expense, and Tenant will promptly pay all contractors, subcontractors, laborers and material suppliers for their goods and services. Tenant shall keep the Leased Premises free and clear of all liens or encumbrances arising from the provision of goods or services in the construction of the improvements. All improvements made to the Leased Premises shall remain the property of the Tenant during the term of this lease.

7. **UTILITIES.** The Tenant shall pay for all utility services required for the Leased Premises, including electricity, gas, telephone, internet, water, sewage and garbage disposal, and shall pay the charges incurred for those services when due. In no event shall Landlord be responsible for any utility costs associated with the Leased Premises.

8. **TAX EXEMPT STATUS.** As a Florida public postsecondary institution engaged in educational activities, Tenant is exempt from payment of ad valorem real property taxes and Florida sales and use taxes.

9. **ASSIGNMENT.** Tenant shall not assign this Lease in whole or in part without written permission from the Landlord.

10. **QUIET POSSESSION.** Landlord covenants with Tenant that it has full right and authority to lease the premises and Tenant shall enjoy quiet possession of the Leased Premises and shall not be evicted nor disturbed in possession of the Leased Premises so long as Tenant complies with the terms of this Lease.

11. **COMPLIANCE WITH LAWS AND AGREEMENTS.** During the Term, Tenant shall comply with and cause the Leased Premises and all current and future improvements thereon to be in compliance with all laws, ordinances and regulations, and other governmental rules, orders and determinations, applicable to the Leased Premises, the improvements or the uses conducted thereon. Landlord agrees, at its sole cost and expense, to comply with all laws, ordinances and regulations, and other governmental rules, orders and determinations, regarding ownership of, and access to, the Leased Premises and to take all actions necessary to preserve such ownership and access.

12. **INSURANCE.** Upon request each party promptly shall deliver evidence of its respective insurance coverage required below to the other. Each of Landlord and Tenant shall have the right to provide any insurance required to be carried by it hereunder under blanket policies of insurance. In each case where either Landlord or Tenant has an obligation under this Lease to defend the other party (the "Defense Indemnified Party"), the Defense Indemnified Party agrees that it shall not be entitled to receive an award of attorney's fees (and any related legal costs) where the indemnifying party or its insurer has engaged, at its expense, counsel to defend the Defense Indemnified Party.

A. **Tenant's Liability Insurance.** During the Term, Tenant shall maintain liability insurance covering the Leased Premises with limits equal to or greater than the level of Tenant's maximum liability set forth in Section 768.28, Florida Statutes, (or any successor statute limiting Landlord's liability) with Tenant being self-insured through the Florida College System Risk Management Consortium (or such successor entity insuring public colleges within the State of Florida in accordance with Section 768.28, Florida Statutes).

B. **Landlord's Liability Insurance.** During the Term, Landlord shall maintain liability insurance covering the Leased Premises with limits equal to or greater than the level of Landlord's maximum liability set forth in Section 768.28, Florida Statutes, (or any successor statute limiting Landlord's liability) with Landlord being self-insured through the Florida Association of Counties Trust (or such successor entity insuring local county governments within the State of Florida in accordance with Section 768.28, Florida Statutes).

C. **Tenant's Hazard Insurance.** It shall be Tenant's responsibility to maintain hazard insurance in the amount deemed appropriate by Tenant covering improvements owned by Tenant on the Leased Premises.

13. **INDEMNIFICATION.**

A. **Sovereign Immunity.** Landlord and Tenant are both public entities covered by the limited waiver of sovereign immunity set forth in section 768.28, Florida Statutes. Nothing in this agreement shall be deemed an agreement by either party to indemnify the other party for any amount in excess of the monetary limits set forth in section 768.28, nor shall any provision of this agreement be deemed a waiver of either party's sovereign immunity under the statute.

B. **Indemnification by Tenant.** Subject to the limitations in section 13(a) above, Tenant shall indemnify, defend and hold harmless Landlord, and any officer, administrator, employee, contractor or agent of Landlord acting within the scope of their agency, employment or relationship with Landlord (collectively the "Landlord Indemnified Parties"), against, any and all claims, demands, liabilities, losses, damages, costs and expenses (collectively, "Liabilities"), arising from injury to or death of any person, or damage to or loss of any property, on the Leased Premises or connected with the use, condition or occupancy of Tenant's improvements to the Leased Premises, due to the negligence or willful misconduct of Tenant, or its agents, employees, officers, directors, contractors, or licensees, solely to the extent any such party is acting within the scope of their agency, employment or relationship to Tenant. Notwithstanding the foregoing, however, Tenant shall have no obligation or liability under this Section with respect to any Liabilities suffered by the Landlord Indemnified Parties in connection with the Leased Premises caused by or arising solely from the negligence or willful misconduct of the Landlord Indemnified Parties.

C. **Indemnification by Landlord.** Subject to the limitations in section 13(a) above, Landlord shall indemnify, defend and hold harmless Tenant, and any trustee, officer, administrator, employee, contractor or agent of Tenant acting within the scope of their agency, employment or relationship with

Tenant (collectively the "Tenant Indemnified Parties"), against, any and all Liabilities arising from injury to or death of any person, or damage to or loss of property, on the Leased Premises or connected with the use, condition or occupancy of the Leased Premises due to the negligence or willful misconduct of Landlord, its agents, employees, officers, directors, contractors, and licensees, solely to the extent any such party is acting within the scope of their agency, employment or relationship to Landlord. Notwithstanding the foregoing, however, Landlord shall have no obligation or liability under this Section with respect to any Liabilities suffered by the Tenant Indemnified Parties in connection with the Leased Premises caused by or arising solely from the negligence or willful misconduct of the Tenant Indemnified Parties.

14. HAZARDOUS WASTE

A. **LANDLORD'S REPRESENTATIONS AND WARRANTIES.** Landlord represents and warrants to Tenant that, to the Landlord's knowledge and belief:

- (1) No Hazardous Substance or underground tanks, vessels, or containers are present on or under the Leased Premises or on or under any adjacent property;
- (2) The Leased Premises as of the commencement of this Lease is in compliance in all material respects with the provisions of all local, state and federal environmental, health and safety laws, codes and ordinances and all rules and regulations promulgated thereunder;
- (3) Landlord has received no order, notice, or other communication of alleged or potential violation or failure to comply with any applicable environmental laws from any federal, state or local authorities in relation to any acts or omissions at the Leased Premises before the Commencement Date;
- (4) There have been no releases of Hazardous Substances during Landlord's ownership of the Leased Premises, and there are no liabilities or remedial obligations with respect to the assets, operations, or surface or subsurface of the Leased Premises; and
- (5) Landlord has supplied to Tenant all information known by, or in the possession of, Landlord with respect to the environmental condition of the Leased Premises, including but not limited to:
 - (a) The use, storage, disposal or presence of Hazardous Substances on the Leased Premises, and
 - (b) Notices, written or oral, from any person, including governmental entities, of any Environmental Claims (hereinafter defined).

B. **TENANT'S OBLIGATIONS.** Tenant shall not cause or permit any Hazardous Substance to be brought, kept or used in or about the Leased Premises by Tenant or by its agents, employees, or contractors when acting within the scope of their employment, agency or stated relationship with Tenant, except in commercial quantities similar to those quantities usually kept on similar premises by others conducting similar educational training programs as Tenant. Tenant shall store, use and dispose of such substances in material compliance with all applicable federal, state and local laws. If Tenant, or its officers, directors, agents, contractors, or employees, when acting within the scope of their employment, agency or stated relationship with Tenant, brings or keeps hazardous substance on, in or under the Leased Premises, and any such hazardous substance is released in violation of any applicable environmental law, or otherwise results in any contamination of the Leased Premises or any other adjoining property or the air, soil, surface water or ground water of the Leased Premises or adjoining property in violation of any applicable environmental law, Tenant shall promptly take all actions at its sole expense, as are necessary to return the affected area(s) to the condition existing prior to the unlawful introduction of such hazardous substance, including, without limitation, any investigation or monitoring of site conditions or any clean up, remediation, response, removal, encapsulation, containment or restoration work required because of the presence of such hazardous substance on, in or under the Leased Premises in violation of any applicable environmental law. Notwithstanding the foregoing, however, Tenant shall not have any obligation to perform any remedial work that (i) is necessitated by the presence of any hazardous substance coming onto or into the Leased Premises from any adjacent real property that is not directly caused by Tenant or its officers, directors, agents, contractors, employees or invitees when acting within the scope of their employment, agency or stated relationship with Tenant, (ii) is required because of the presence of any hazardous substance on, in or under the Leased Premises that is caused by any party other than Tenant or its officers, directors, employees, agents, contractors or invitees when acting within the scope of their employment, agency or stated relationship with Tenant, (iii) is the responsibility of Landlord under the terms of this Lease, or (iv) is required on account of any hazardous substance which was present on, in or under the Leased Premises prior to the Effective Date hereof.

15. **NOTICES.** Any notice or demand to be given or that may be given under this Lease shall be in writing and shall be (a) delivered by hand with the recipient providing a written receipt, or (b) delivered through the United States Mail postage prepaid, certified, return receipt requested, addressed to the parties as follows:

If to Tenant:

Pensacola State College
1000 College Boulevard
Pensacola, Florida 32504
Attn: President

If to Landlord:

Santa Rosa County
6495 Caroline Street, Suite K
Milton, Florida 32570
Attn: County Administrator

Any party to this Lease may change address by notice in writing to the other party in the manner provided in this paragraph.

16. **CONDEMNATION.** If the whole or any substantial part of the Leased Premises is taken for any public or quasi-public use under any governmental law, ordinance or regulation or by right of eminent domain or should the Leased Premises be sold to a condemning authority under threat of condemnation, this lease shall terminate and the rent shall be abated during the unexpired portion of the lease effective from the date of the physical taking of the Leased Premises. Any award for the taking of any or any part of the Leased Premises under the power of eminent domain or any payment made under threat of the exercise of such power shall be divided between the Landlord and the Tenant, with the Landlord receiving all compensation awarded for the value of the land, and the Tenant receiving all compensation awarded for the value of the improvements.

17. **SURRENDER.** Upon the expiration of the term of this Lease, Tenant agrees to peaceably deliver up the Leased Premises to Landlord, and thereupon title to all improvements shall vest in the Landlord.

18. **MISCELLANEOUS.** This Lease shall not be modified except by written agreement signed by the parties and shall be construed in accordance with the laws of the State of Florida. Time is of the essence of this Agreement.

The failure of Landlord to seek redress for violation of, or to insist upon the strict performance of any covenant or condition of this Lease, or any of the rules and regulations herein or hereafter adopted by Landlord, shall not prevent a subsequent act or omission, which would have originally constituted a violation, from having all the force and effect of an original violation. The receipt by Landlord of the Rent hereunder with knowledge of the breach of any covenant of this Lease shall not be deemed a waiver of such breach. No provision of this Lease shall be deemed to have been waived by Landlord, unless such waiver be in writing signed by Landlord.

If any of the provisions of this Lease shall be held to be invalid, illegal or unenforceable for any reason, such circumstance shall not affect any other provision. This Lease shall be construed as if such invalid, illegal or unenforceable provision had never been herein.

Both parties agree, in the event it becomes necessary to employ an attorney to collect any of the rent agreed to be paid, or to enforce performance of any of the provisions of this lease, the non-prevailing party shall pay all costs of any kind and reasonable attorneys' fees incurred by the prevailing party, whether or not suit is actually required to be filed, and including litigation through all appeals.

This lease shall be governed by and construed in accordance with the laws of the State of Florida without regard to any choice of law provisions therein. Venue for any dispute arising between the parties shall be in the state and federal courts of competent jurisdiction in Santa Rosa County, Florida.

THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the Landlord and the Tenant have cause this Lease Agreement to be executed by their duly authorized representatives as of the day and year first written above.

ATTEST:

ATTEST:

Donald C. Spencer, Clerk of Court

Print name: _____

Print name: _____



SANTA ROSA COUNTY

BOARD OF COUNTY COMMISSIONERS

By: _____

Title: _____

THE DISTRICT BOARD OF TRUSTEES OF
PENSACOLA STATE COLLEGE, FLORIDA

By: _____

Title: _____

ATTEST:

Patricia S. Cneus
Print name: Patricia S. Cneus

Lisa R. Carter
Print name: Lisa R. Carter

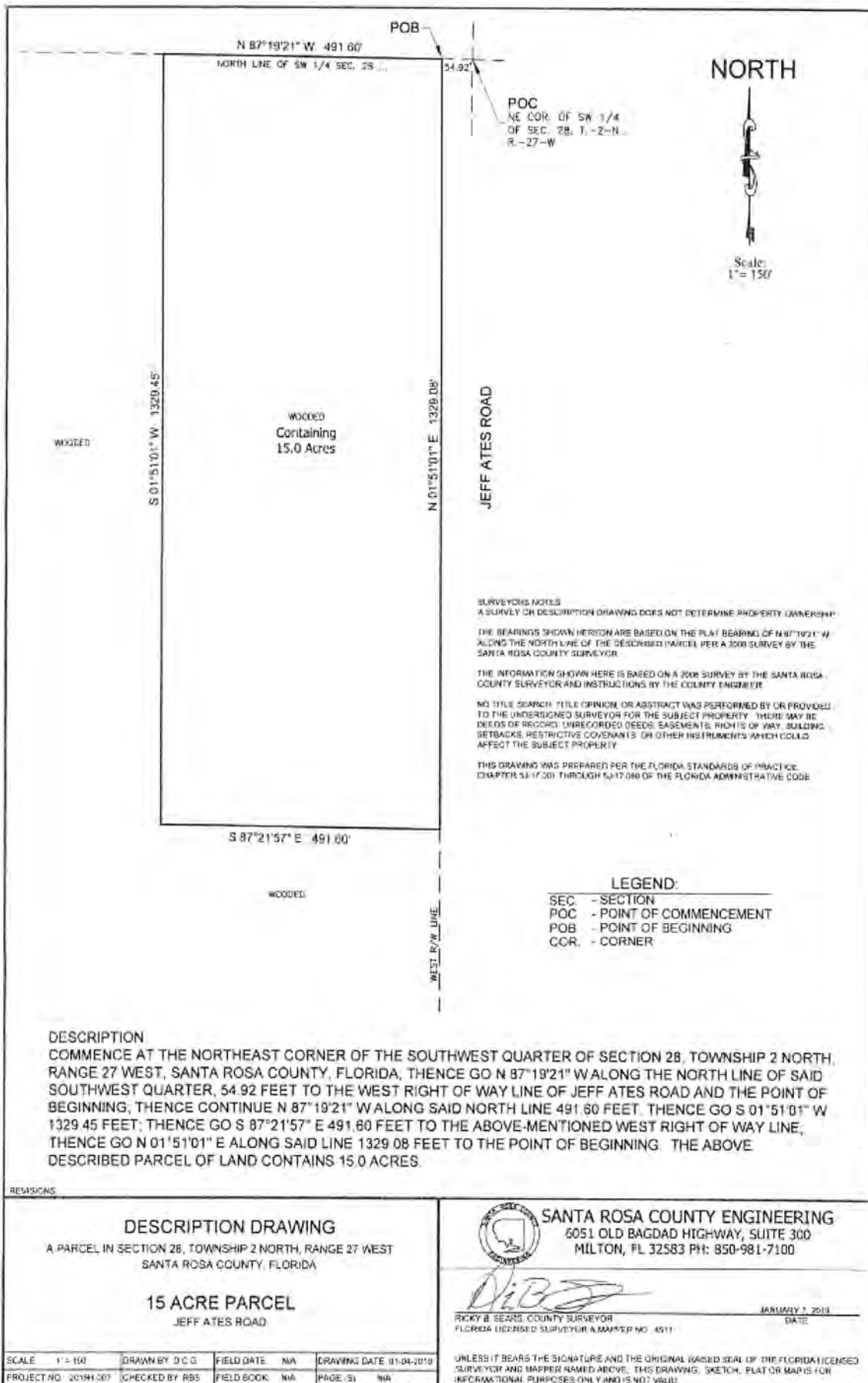
Approved as to form:

Thomas J. Gilliam, Jr., General Counsel
For Pensacola State College

EXHIBIT "A"

DESCRIPTION

COMMENCE AT THE NORTHEAST CORNER OF THE SOUTHWEST QUARTER OF SECTION 28, TOWNSHIP 2 NORTH, RANGE 27 WEST, SANTA ROSA COUNTY, FLORIDA; THENCE GO N 87°19'21" W ALONG THE NORTH LINE OF SAID SOUTHWEST QUARTER, 54.92 FEET TO THE WEST RIGHT OF WAY LINE OF JEFF ATE'S ROAD AND THE POINT OF BEGINNING; THENCE CONTINUE N 87°19'21" W ALONG SAID NORTH LINE 491.60 FEET; THENCE GO S 01°51'01" W 1329.45 FEET; THENCE GO S 87°21'57" E 491.60 FEET TO THE ABOVE-MENTIONED WEST RIGHT OF WAY LINE; THENCE GO N 01°51'01" E ALONG SAID LINE 1329.08 FEET TO THE POINT OF BEGINNING. THE ABOVE DESCRIBED PARCEL OF LAND CONTAINS 15.0 ACRES.




Attachment F PSC Board of Trustees Policy 6Hx20
1.003

PENSACOLA STATE COLLEGE
POLICIES OF THE DISTRICT BOARD OF TRUSTEES

Policy Title:	Organization and Operation	<u>Number</u> 6Hx20-1.003
Legal Authority:	s. 1001.64, Fla. Stat.	<u>Page</u>
Law Implemented:	s. 1001.64, Fla. Stat.	Page 1 of 1

The President shall recommend an organization to assist him or her in the operation of the College. The Board of Trustees, upon the recommendation of the President, shall approve the positions to be filled and the minimum qualifications for these positions. For each position, the President shall prepare and maintain on file a job description with both an enumeration of the responsibilities related to the position and a statement of the minimum qualifications for the position. Changes in organization or minimum qualifications shall be subject to approval by the Board. When it serves the best interest of the College, the President may fill vacancies through internal transfer or promotion of employees without advertising the position, provided that the procedures utilized to fill such vacancies shall be in compliance with equal opportunity rules and regulations.

The Dean or Director of each campus or site will administer the College program. Deans, Site Directors, and Heads of Departments hold their same responsibilities both to day and evening programs for all campuses and sites. All rules and regulations of the regular program apply to evening and weekend as well as distance learning (eLearning) instruction unless otherwise stated in the College Catalog or Board policies.

History: 6Hx20-	Adopted 7/1/68 as 6A-8.066(4); amended 3/14/72; repromulgated 4/2/75 as 14.247; amended 12/18/80; repromulgated 11/19/85; amended 8/12/94; repromulgated 2/21/06; amended 1/22/13.
President's Signature: 	Date: 02/21/2017

Attachment G Attestation of PSC cash match

During the negotiation period with EDA, PSC's cash match was increased to \$2.9 million.

RESOLUTION

A RESOLUTION ESTABLISHING AN AUTHORIZED ORGANIZATIONAL REPRESENTATIVE AND DIRECTING HIM TO APPLY FOR FEDERAL GRANT FUNDING AND COMMITTING MATCHING FUNDS.

WHEREAS, the District Board of Trustees of Pensacola State College, Florida, hereinafter referred to as the "College," has established the development of a new truck driving training facility to be aligned with the College's strategic goals 4, 5, and 7.

WHEREAS, the U.S. Economic Development Administration's Public Works and Economic Adjustment Assistance program provides grant funding which can be used to assist in development of the facility.

WHEREAS, the College has the financial capability to provide the required minimum non-federal match.

The College resolves as follows:

1. Authorized Organizational Representative (AOR) Designation.

The College hereby designates the President, Dr. C. Edward Meadows, as the Authorized Organizational Representative (AOR) to apply for grants administered by the Economic Development Administration (EDA), including the Economic Adjustment Assistance program.

As the AOR, Dr. Meadows is approved to execute agreements and to obligate funds pursuant to section C(2) "Matching Share" as required by the Federal Funding Opportunity for Economic Adjustment Assistance Program.

2. Authorization to Apply.

The College hereby authorizes the President, as the Authorized Organizational Representative (AOR), to apply for funding through the Economic Development Administration (EDA) Public Works and Economic Adjustment Assistance grant program.

3. Commitment of Matching Funds.

The College has the financial capability and commits to provide the necessary amount to satisfy the non-federal match requirements.

The College acknowledges that non-federal cash contributions, 50% of the total project cost estimate of \$5,515,000, in the amount of \$2,757,500 will: (i) be committed to the project for the period of performance, (ii) be available as needed, and (iii) not be conditioned or encumbered in any way that may preclude its use consistent with the requirements of EDA investment assistance.



Mr. Patrick Dawson, Board Member

ATTEST:



C. Edward Meadows, President
Pensacola State College

Approved as to Form:



Thomas J. Gilliam, Jr., General Counsel
Pensacola State College

Addendum to the Resolution

Commitment of Matching Funds

The College acknowledges that non-federal cash contributions will be committed to the project for the period of performance, be available as needed, and not be conditioned or encumbered in any way that may preclude its use consistent with the requirements of EDA investment assistance, as follows:

Pensacola State College:	\$2,931,099*
*This includes \$49,125 from co-applicant Santa Rosa County	
EDA funding:	\$1,600,000
Total Project:	\$4,531,099



C. Edward Meadows, President

4-28-2020

Date



**Pensacola State College
District Board of Trustees Meeting Minutes
November 19, 2019
Pensacola Campus**

Board Workshop

There was no workshop.

Board Meeting

Present: Ms. Carol Carlan, Mr. Patrick Dawson, Mr. Ed Moore, Mr. Wendell Smith, Mr. Tom Gilliam (General Counsel), Dr. Ed Meadows, and staff.

Absent: Mr. Kevin Lacz, Ms. Margie Moore, Mr. Herb Woll

Call to Order

Mr. Patrick Dawson chaired the meeting on behalf of Mr. Woll, and called the meeting to order at 5:30 p.m.

Recognitions

Dr. Meadows thanked Ms. Carol Quinn, Mel Miner, Fred Holt and AFC for the Board refreshments. He informed trustees that Ms. Quinn will soon be retiring from the College and thanked her for over 30 years of service not only as an employee but also as an active member of AFC at both the local and state level. Ms. Quinn spoke about her time at the College and noted that she is now looking forward to traveling and spending more time with her family and grandchildren. The Board wished her well.

Dr. Meadows also recognized Ms. Quinn for receiving the AFC Distinguished Service Award in recognition for her service and achievement at the chapter, region, commission state level.

Dr. Meadows called on Mr. Don Snowden who informed the Board that the Civic Band is pleased that it will be playing holiday music at this year's Holiday Experience, on December 3, on the Milton Campus. Mr. Snowden then called on theatre director, Mr. Rodney Whatley, who introduced PSC student Adriana Ayala. Ms. Ayala was recognized as the FCSAA Theatre Division Student of the Month for October. In addition to her stage work as a performer and stage technician, she excels in the classroom. Ms. Ayala told Trustees of her future plans and they congratulated her on her achievement.

Ms. Andrea Krieger introduced the new Capital Campaign Coordinator, Ms. Marianne Common. Ms. Common told the Board about herself and the Board welcomed her.

Minutes

Mr. Dawson called for a motion for approval of the minutes of the October 15, 2019, Board meeting. Ms. Carlan moved for approval, and Mr. Smith seconded the motion which passed unanimously.

Agenda

Mr. Dawson called for a motion to approve the agenda. Ms. Carlan moved for approval, and Mr. Smith seconded the motion which passed unanimously.

Public Comments

None

DSO Reports

Alumni Affairs (Report provided in Board packets)

WSRE- (Report provided in Board packets) – Mr. Culkeen reported that the transition to the new

antennae and transmitter is completed. Over 100 people attended the WSRE and WEAR sponsored "Town Hall: Addicted Florida."

PSC Foundation (Report provided in Board packets) – Ms. Krieger reminded everyone of the upcoming Holiday Experience on December 3, and noted that the Foundation has already surpassed what was raised last year. Interviews are ongoing to fill the vacant Development Director position.

Academic and Student Affairs

No report.

Facilities

No report.

Finance

Ms. Emond presented the Finance action items. She provided the Board with a copy of the revised salary schedule and explained in detail the Department of Labor's change to the minimum wage and overtime rule for professional/managerial employees. Although the rule goes into effect on January 1, 2020, administration requests that the change be effective December 28, 2019, to coincide with the College's pay schedule.

Mr. Dawson called for approval for Items 1, 2, 4 and 7. Mr. Moore moved for approval, and Mr. Smith seconded the motion which passed unanimously.

Mr. Dawson called for approval for Item 3. Mr. Moore moved for approval, and Mr. Smith seconded the motion which passed unanimously.

Mr. Dawson called for approval for Item 5. Ms. Carlan moved for approval, and Mr. Smith seconded the motion which passed unanimously.

Mr. Dawson called for approval for Item 6. Mr. Smith moved for approval, and Mr. Moore seconded the motion which passed unanimously.

1. Budget Amendments – Approved
2. Property Deletions – Approved
3. Fees - Approved
 - a. Request approval for the League of Women Voters to hold their 100th Anniversary Birthday Party in the Student Center on Saturday, February 15, 2020, and to sell promotional items (reusable straws, pins, and mugs) – Approved
4. Grant Pursuit - Approved
 - a. Advanced Technological Education
5. **Resolution: Authorized Organizational Representative Designation – Approved**
6. Salary Schedule Revisions – Approved
7. FAIT Requests (open item) – none

Ms. Emond commented on Ms. Carol Quinn's retirement and how much she will miss her.

Human Resources

Ms. Henderson extended her appreciation to Ms. Rhonda Likely for presenting the Human Resources agenda items at the October Board meeting. Ms. Henderson presented the Human Resources action items. Mr. Dawson called for approval of Items 1, 2, 3, 5, 6, 7, and 8. Ms. Carlan moved for approval, and Mr. Smith seconded the motion which passed unanimously. Mr. Dawson then called for a motion to approve Item 4. Mr. Moore moved for approval, and Ms. Carlan seconded the motion which passed unanimously.

1. Approval of the October 2019, Human Resources Report – Approved
2. Change one funded and filled Department Head Position, Level 5, Professional/Managerial Salary Schedule, to new position of Director, Workforce Education, Level 5, Professional/Managerial Salary Schedule, retroactive to October 7, 2019 – Approved

3. Change the currently funded Donor Relationship Coordinator position, Level 3, Professional/Managerial Salary Schedule, to Donor Relations Coordinator, Level 1, Professional Managerial Salary Schedule. (College Development) – Approved
4. New/additional positions be added to the Salary Schedule and Budget under the Title III Grant (Fund 2) reporting to Academic and Student Affairs: a) Title III Activity Director, Level 2, Professional/Managerial Salary Schedule (new position) b) Title III Student Services Advisor (Four Positions), Level 1, Professional/Managerial Salary Schedule c) Administrative Assistant, Level 5, Career Service Salary Schedule – Approved
5. Change the currently funded Administrative Support Specialist, Level 1, Professional/Managerial Salary Schedule, to Senior Executive Assistant, Level 9, Career Service Salary Schedule, effective January 13, 2020. (Business Affairs) – Approved
6. Convert a vacant and funded nine-month faculty assignment to an 11-month faculty position in the Sonography program in the Allied Health Department. (Academic and Student Affairs) – Approved
7. Use funding of a full-time faculty Instructor position for advertisement and hire of a one-term emergency Lecturer in the Natural Sciences (Biology) Department for Spring 2020. (Academic and Student Affairs) – Approved
8. Use funding of a full-time Lecturer position for advertisement and hire of a one-term emergency Instructor in the History, Languages, Social Sciences, and Education Department for Spring 2020. (Academic and Student Affairs) – Approved
9. Special Contracts – None

General Counsel

No report.

President's Time

Dr. Meadows informed the Board on meetings he has had related to economic development in Century, and the possibility of locating the Century Chamber of Commerce at the PSC Century Center.

Dr. Meadows informed the Board that the gift agreement with Gene and Maureen Valentino has been finalized. He spoke about the agreement and stated that in January, he will bring to the Board a request for naming an AS program in Entrepreneurship.

Dr. Meadows reminded trustees of the nursing pinning on December 12 and the graduation ceremony on December 13.

At the request of Dr. Meadows, Ms. Ray gave an overview of the upcoming legislative session.

President's Announcements

- PSC was awarded a \$750 Florida Humanities Grant. Dr. Douma told trustees about the grant and briefly reported on other grants in progress.
- PSC will again host a group of international visitors interested in career and technical programs and workforce programs. Ms. Jo McArthur and Mr. Mike Listau will represent PSC as hosts.
- The Warrington campus hosted another successful Health Career Fair for high school students interested in health programs. Over 600 students from 13 schools attended.

Trustees received a calendar of upcoming events.

There being no further business, Mr. Dawson adjourned the meeting at 6:10 p.m.

Approved X

Date 1/21/2020


Chair, Board of Trustees


Pat Crews, Reporting


President



**Pensacola State College
District Board of Trustees Meeting Minutes
August 20, 2019
5:30 p.m. Pensacola Campus**

Board Workshop

Dr. Erin Spicer gave an update on the College's Quality Enhancement Plan (QEP), Pirate Path to Success, and described some new initiatives that will further increase student success and retention.

Present: Chair Patrick Dawson, Ms. Carol Carlan, Mr. Ed Moore, Mr. Kevin Lacz, Mr. Wendell Smith, Mr. Herb Woll, Mr. Tom Gilliam (General Counsel), Dr. Ed Meadows, and staff.

Absent: Ms. Carol Carlan

Call to Order

Chair Woll called the meeting to order at 5:30 p.m.

Introductions

Dr. Erin Spicer introduced Ms. Jennifer Hill Faron, and stated that, in addition to her current responsibilities as Director of Student Affairs for the Milton Campus, she has taken on additional duties as the Interim Dean of the Milton Campus. Dr. Spicer also introduced Dr. Mitzie Sowell, who has been appointed as Interim Department Head for Allied Health.

Athletic Director, Bill Hamilton introduced Ms. Julie Burger, who will serve as the Coach for the new Girls Cross Country Team. Ms. Burger also serves as the Director of the College's Pharmacy Tech program. Ms. Burger was presented with a plaque that preserves the Pensacola News Journal article announcing PSC's addition of the Women's Cross Country Team and Ms. Burger as the Coach. Dr. Meadows also announced that Ms. Burger was recently named as Florida's Pharmacy Technician of the Year for 2019.

Mr. Bob Culkeen, introduced Ms. Tracie Hodson, the new Director of Development and Community Engagement for WSRE.

Dr. Meadows introduced Dr. Rameca Vincent Leary, Coordinator of Diversity Initiatives, and highlighted some of the activities she will be performing in her new role.

Recognitions

Dr. Meadows thanked Sheila Nichols, Mary Mabins, Rhonda Basler, Troy Moon, and AFC for the refreshments.

Minutes

Mr. Woll called for a motion for approval of the minutes of the June 18, 2019, Board meeting. Mr. Moore moved for approval, and Mr. Dawson seconded the motion which passed unanimously.

Agenda

Mr. Woll called for a motion to approve the agenda. Mr. Dawson moved for approval, and Mr. Smith seconded the motion which passed unanimously.

Public Comments

None

Academic and Student Affairs

Dr. Spicer presented the Academic Affairs action items. The Articulation Agreement is a two plus two (2+2) agreement in which PSC agrees to offer lower division courses leading to an AA degree for transfer into the UWF BS in Business Administration in Accounting. Trustees were provided with a brief bio of each of the professors recommended for Professor Emeritus.

Mr. Woll called for a motion for approval as follows:

Item 1: Ms. Moore moved for approval, and Mr. Dawson seconded the motion which passed unanimously.

Item 2: Mr. Dawson moved for approval, and Mr. Smith seconded the motion which passed unanimously.

Item 3: Mr. Dawson moved for approval, and Ms. Moore seconded the motion which passed unanimously.

1. Articulation Agreement with University of West Florida (UWF): Associate in Arts in Accounting to Bachelor of Science in Business Administration in Accounting - Approved
2. Institutional Accountability Report - Approved
3. Professor Emeritus Recommendations: - Approved
Mr. William Clover (posthumously)
Dr. Ed Stout
Dr. Wayne Wooten

Facilities

Ms. Bracken presented the Annual Comprehensive Safety Report and noted that there were 73 deficiencies, which is a 72% reduction over last year. Mr. Moore made a motion to approve the Report. Mr. Smith seconded the motion which passed unanimously. The Board applauded Ms. Bracken and her staff for the significant decrease in deficiencies.

1. Annual Comprehensive Safety Report – Approved

Finance

Ms. Emond presented the Finance action items. She informed the Board that the Alchemy Change Order (Item # 3) is a request for an additional \$193,619 due to a Change of Scope during Discovery. Trustees were provided with a list of the changes.

Ms. Emond also provided information related to the Unisys Contract and the Statement of Work (Item 4), and noted that the cost had been planned for in the budget.

Ms. Emond also informed the Board that Item #8 is a request to release funds for the purchase of a new key system for classroom security.

Mr. Woll called for a motion for approval as follows:

Items 1,2, 5, 7, and 9: Mr. Dawson moved for approval, and Mr. Smith seconded the motion which passed unanimously.

Item 3: Mr. Dawson moved for approval, and Mr. Smith seconded the motion which passed unanimously.

Item 4: Mr. Dawson moved for approval, and Mr. Smith seconded the motion which passed unanimously.

Item 6: Mr. Dawson moved for approval, and Ms. Moore seconded the motion which passed unanimously.

Item 8: Mr. Dawson moved for approval, and Mr. Smith seconded the motion which passed unanimously.

1. Budget Amendments - Approved
2. Property Deletions - Approved
3. Alchemy Change Order # 1 - Approved
4. Unisys Purchase - Approved
5. Charge Off Accounts as of June 30, 2019 - Approved
6. Full Cost of Instruction - Approved
7. Grant Pursuit: Public Works and Economic Development (\$5.5 million) - Approved
8. Use of Designated Funds - Approved
9. FAIT Requests (open item) - Approved
Approval to use Dr. Philip Benjamin Matching Grant Program Funds for the James M. Kobacker Endowment to bring Dr. Nadine Strossen in to speak on campus on November 21, 2019 (\$9,500). Request #18-19-05

Ms. Emond stated that she wished to express appreciation to her staff for the time and effort being put forth in the Workday Implementation project.

Human Resources

Ms. Henderson reviewed the Human Resources action items and noted that there are no special contracts. Mr. Woll called for a motion to approve all items as presented. Mr. Smith moved for approval, and Ms. Moore seconded the motion which passed unanimously.

1. Approval of the June 2019 and July 2019 Human Resources Reports – Approved
2. Reclassify a vacant and funded Library Technician, Level 5, Career Service Salary Schedule, to Circulation Technician, Level 2, Career Service Salary Schedule. (Library Services) – Approved
3. Reclassify one currently filled Office Assistant, Level 1, Career Service Salary Schedule, to Circulation Technician, Level 2, Career Service Salary Schedule. [retroactive to July 1, 2019] (Library Services) – Approved
4. Change a month-to-month administrative contract reappointment (June 2019 HR Agenda item), to annual contract FY 2019-2020 for Ortiz-Caceres, Guillermo L., Director, Pensacola State CISCO Academy - Approved
5. Special Contracts – none

General Counsel

Mr. Gilliam informed the Board that the lease agreements between PSC and South Santa Rosa County are essentially a land swap lease agreement between PSC and Santa Rosa County that provides PSC with property at the Santa Rosa Industrial Park to construct and operate a commercial truck driver training program in exchange for property at the South Santa Rosa Center that allows the County to construct and operate a community athletic complex with soccer fields. The County has approved the Agreements and Administration recommends Board approval.

Mr. Gilliam explained that the Lease Agreement between PSC and the Pensacola State College Foundation allows the College to lease from the Foundation the real property located at 2381 Metzger Drive. He explained the terms of the Agreement and recommended Board approval.

Motions for approval are as follows:

Items 1 and 2: Mr. Moore made a motion for approval. Ms. Moore seconded the motion which passed unanimously.

Item 3: Mr. Dawson made a motion for approval. Mr. Smith seconded the motion which passed unanimously.

1. Agreement between Pensacola State College and Santa Rosa County - Approved
2. Agreement between Santa Rosa County and Pensacola State College - Approved
3. Lease Agreement between Pensacola State College and the Pensacola State College

Foundation - Approved

President's Time

Dr. Meadows presented the WSRE Grant Pursuit and Mr. Culkeen described how the grant funds will be used. Mr. Woll called for a motion for approval. Mr. Dawson moved for approval, and Ms. Moore seconded the motion which passed unanimously.

Dr. Meadows presented the request for approval to name the Building 7 Board Room in honor of Dona and Milton Usry in recognition for their \$100,000 gift to be used for an endowed scholarship. He stated that if the Board approves the request, he is asking for approval to serve alcoholic beverages at a naming event sometime in October. Mr. Moore moved for approval, and Mr. Dawson seconded the motion which passed unanimously.

Dr. Meadows stated that the College Administration is asking for approval to move the location of the October 11, WSRE Wine and Food Classic to the Amos Studio. He also asked that Board grant approval to serve alcoholic beverages at the event. Mr. Moore moved for approval, and Mr. Dawson seconded the motion which passed unanimously.

President's Time Reports:

- The College hosted another successful Master Teachers Seminar. Forty (40) faculty from across the disciplines, representing 23 of the 28 Florida Colleges attended.
- Dr. Meadows and Ms. Ray traveled to Orlando and met with Senator Kelli Stargel, chair of the Appropriations Subcommittee on Education to gain support for Building 1 funds. They also met with Representative Randy Fine, chair of the Higher Education Appropriations Subcommittee.
- Dr. Meadows met with Commissioner Lumon May regarding the Fairfield Tower.
- On Dr. Meadows' behalf, Sandy Ray is attending the Santa Rosa Legislative Delegation public hearing tonight to seek support for PSC's request for funds for Bldg. 1.
- Dr. Meadows reported on his meeting with Commissioner Corcoran when the Commissioner was in Pensacola and visited the College on August 15.

President's Time Announcements:

- On September 26, there will be a check presentation and reception in the Molly McGuire Culinary Dining Room, at 6 p.m.
- On September 6, Dr. Meadows will speak at the Chamber's Gopher Club Breakfast, at the Pensacola Yacht Club at 7:30 a.m. Dr. Meadows will talk about the College's workforce programs and workforce initiatives.
- A reception for the Presidential Scholarship recipients and the Student Ambassadors, will be held on September 17 at 4 p.m. in the Student Center, prior to the Board meeting.

Alumni Association Report – Full report included in Board materials

Trustees received a calendar of upcoming events.

Chair's Time

WSRE Report – Full report included in the Board materials.

Foundation Report – Full report included in the Board materials.

Mr. Woll stated that Trustees received a copy of the responses to the President's Annual Evaluation, and asked if there were any comments. Trustees concurred that Dr. Meadows is doing an excellent job. Mr. Dawson then asked for a motion to approve the Evaluation Report. Mr. Dawson moved for approval, and Mr. Moore seconded the motion which passed unanimously.

Mr. Woll stated that information was compiled looking at Dr. Meadows' base salary with other presidents' base salaries in the region and the Florida College System. Based on the findings, Mr. Woll made two recommendations.

1. Increase the President's base salary to \$254,641 and extend his contract for an additional year. Mr. Dawson moved for approval, and Mr. Moore seconded the motion which passed unanimously.
2. Prior to conducting the next President's Annual Performance Evaluation, the Board Chair will appoint a Compensation Committee to review and compare other presidents' salaries and benefits to assist the Board in contract negotiations the College President. Mr. Dawson moved for approval, and Mr. Lacz seconded the motion which passed unanimously.

There being no further business, Mr. Dawson adjourned the meeting at 6:37 p.m.


Approved X

Amended

Date 9/17/2019


Pat Crews, Reporting


Chair, Board of Trustees


President

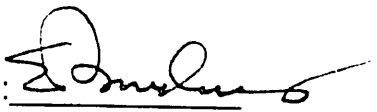
Pensacola State College
Grants and Federal Programs

Memorandum

Phone: 484-1705
Fax 484-1899

August 12, 2019

TO: Ms. Gean Ann Emond

Approved: 
President

VIA: Dr. C. Edward Meadows

FROM: Dr. Debbie Douma 

SUBJECT: Grant Pursuit

PROJECT: Public Works and Economic Development

FUNDING SOURCE: U.S. Department of Commerce – Economic Development Administration (EDA)

DEADLINE: rolling

PURPOSE: EDA provides strategic investments to support economic development, foster job creation, and attract private investment in economically distressed areas of the United States. This project will be to support the new training facility for truck driving, and future workforce training programs to meet employer needs, such as diesel mechanics and linemen.

FUNDING PERIOD: three years from funding

PROJECT DIRECTOR: Diane Bracken/Debbie Douma

FUNDING: \$5.5 million

LOCAL MATCH: EDA typically limits funding to a maximum of 80% of total project.

REQUEST RELATED TO COLLEGE STRATEGIC GOALS: 4, 5, 7

**Approved at the August 20, 2019
District Board of Trustees Meeting**

Attachment H Commercial Vehicle Driving
curriculum framework

**Florida Department of Education
Curriculum Framework**

Program Title: Commercial Vehicle Driving
Program Type: Career Preparatory
Career Cluster: Transportation, Distribution and Logistics

Career Certificate Program – Career Preparatory	
Program Number	I490205
CIP Number	0649020500
Grade Level	30, 31
Standard Length	320 hours
Teacher Certification	Refer to the Program Structure section
CTSO	SkillsUSA
SOC Codes (all applicable)	53-3032 – Heavy and Tractor-Trailer Truck Drivers
CTE Program Resources	http://www.fldoe.org/academics/career-adult-edu/career-tech-edu/program-resources.stml
Basic Skills Level	N/A

Purpose

This program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in the Transportation, Distribution and Logistics career cluster; provides technical skill proficiency, and includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of the Transportation, Distribution and Logistics career cluster.

The purpose of this program is to prepare students for a Class “A” Commercial Driver License.

This program focuses on broad, transferable skills and stresses understanding and demonstration of the following elements of the Commercial Vehicle Driving industry; planning, management, labor issues, community issues and health, safety, and environmental issues. The content includes but is not limited to the following: Loading and unloading cargo; reporting delays or accidents on the road; verifying load against shipping papers; and keeping records.

Additional Information relevant to this Career and Technical Education (CTE) program is provided at the end of this document.

Program Structure

This program is a planned sequence of instruction consisting of one occupational completion point.

This program is comprised of courses which have been assigned course numbers in the SCNS (Statewide Course Numbering System) in accordance with Section 1007.24 (1), F.S. Career and Technical credit shall be awarded to the student on a transcript in accordance with Section 1001.44(3)(b), F.S.

To teach the course(s) listed below, instructors must hold at least one of the teacher certifications indicated for that course.

The following table illustrates the postsecondary program structure:

OCP	Course Number	Course Title	Teacher Certification	Length	SOC Code
A	TRA0080	Tractor Trailer Truck Driver	COMM DRIV @7 7G	320 hours	53-3032

Common Career Technical Core – Career Ready Practices

Career Ready Practices describe the career-ready skills that educators should seek to develop in their students. These practices are not exclusive to a Career Pathway, program of study, discipline or level of education. Career Ready Practices should be taught and reinforced in all career exploration and preparation programs with increasingly higher levels of complexity and expectation as a student advances through a program of study.

1. Act as a responsible and contributing citizen and employee.
2. Apply appropriate academic and technical skills.
3. Attend to personal health and financial well-being.
4. Communicate clearly, effectively and with reason.
5. Consider the environmental, social and economic impacts of decisions.
6. Demonstrate creativity and innovation.
7. Employ valid and reliable research strategies.
8. Utilize critical thinking to make sense of problems and persevere in solving them.
9. Model integrity, ethical leadership and effective management.
10. Plan education and career path aligned to personal goals.
11. Use technology to enhance productivity.
12. Work productively in teams while using cultural/global competence.

Standards

After successfully completing this program, the student will be able to perform the following:

- 01.0 Understand vehicle safety and accident prevention procedures.
- 02.0 Understand and comply with vehicle operating regulations.
- 03.0 Demonstrate proper cargo handling and documentation procedures.
- 04.0 Demonstrate trip planning preparation procedures.
- 05.0 Demonstrate vehicle inspection procedures.
- 06.0 Perform vehicle maintenance and servicing procedures.
- 07.0 Demonstrate basic vehicle control procedures.
- 08.0 Demonstrate backing skills and basic vehicle maneuvers.
- 09.0 Demonstrate coupling and uncoupling skills.
- 10.0 Demonstrate road driving skills.
- 11.0 Demonstrate hazardous driving skills.
- 12.0 Apply concepts learned for obtaining a Commercial Driver's License (CDL).

**Florida Department of Education
Student Performance Standards**

Program Title: Commercial Vehicle Driving
Career Certificate Program Number: I490205

Course Number: TRA0080
Occupational Completion Point: A
Tractor Trailer Truck Driver – 320 Hours – SOC Code 53-3032

Course Description:

The Tractor Trailer Truck Driver course prepares students for entry into the trucking and logistics industry. Students explore career opportunities and requirements of a professional tractor trailer driver. Students study vehicle safety, accident prevention, operating regulations, cargo handling, documentation procedures, pre-trip preparation, vehicle inspection, maintenance, service, control procedures, backing, coupling, uncoupling, maneuvering, road and hazardous driving skills, and licensing requirements.

CTE Standards and Benchmarks

01.0 Understand vehicle safety and accident prevention procedures.--The student will be able to:

01.01 Understand, identify and explain the use of vehicle safety equipment.

01.02 Understand the use of fire extinguishers.

01.03 Utilize seat belts and personal protection gear appropriate to type of operation.

01.04 Demonstrate safe lifting procedures through use of hands-on labs or through viewing safety video.

01.05 Describe personal safety equipment and procedures.

01.06 Describe actions applicable for vehicle accidents.

01.07 Complete reports in a classroom activity.

01.08 Understand accident reporting requirements (company, state, federal).

01.09 Identify all information needed for accident reports to the State, the employer and the insurance company.

01.10 Complete an accident report.

01.11 Describe procedures for protecting the scene of an accident.

01.12 Describe personal liability requirements.

01.13 Identify hazardous road conditions that are a potential threat to the safety of the truck driver.

01.14 Describe activities and characteristics of other road users that make them potentially dangerous.

01.15 Describe the potential consequences of excessive speed.

01.16	Describe the potential consequences of use of drugs or alcohol.
01.17	Describe and demonstrate safety procedures for entering and exiting vehicles.
02.0	Understand and comply with vehicle operating regulations.--The student will be able to:
02.01	Understand and comply with Hours of Service regulations.
02.02	Maintain a complete, neat and accurate driver's duty status log including discussion of electronic logs.
02.03	Keep accurate records required by hours of service regulations.
02.04	Perform mathematical calculations necessary to recap and apply totals to the hours of service regulations.
02.05	Determine driving hours remaining on a particular day or tour of duty.
02.06	Understand and comply with applicable United States Department of Transportation regulations including Federal Motor Carrier Safety Administration rules and regulations - Compliance, Safety, and Accountability (CSA) particularly the role of drivers and motor carriers.
02.07	Understand and comply with Federal, State and local traffic laws including restrictions on vehicle size and weight including permits when required.
03.0	Demonstrate proper cargo handling and documentation procedures.--The student will be able to:
03.01	Understand how to load and unload cargo safely and efficiently.
03.02	Understand legal gross weight and axle weight.
03.03	Describe cargo load to meet legal weight and safety requirements.
03.04	Understand how to secure cargo using blocking, bracing, packing, rope, cable, chains and strapping.
03.05	Identify types of hazardous cargoes.
03.06	Understand the placement of placards when carrying hazardous materials.
03.07	Understand procedure for use of common cargo handling equipment, including pallets, jacks, dollies, hand trucks, nets, slings, poles and other equipment.
03.08	Understand categories of hazardous materials and the need for specialized training to handle hazardous materials.
03.09	Understand hazardous materials documentation requirements.
03.10	Verify nature, amount and condition of cargo on both pickup and delivery.
03.11	Verify information on bill of lading and properly record and report discrepancies and damage to the cargo.
03.12	Verify appropriate signatures on delivery receipts and other required forms.
03.13	Prepare a bill of lading/manifest.
03.14	Verify door seal number against shipping document.
03.15	Describe the handling of C.O.D. shipments.
03.16	Comply with port of entry or exit and other inspection station procedures.

04.0	Demonstrate trip planning preparation procedures.--The student will be able to:
04.01	Check vehicle registration and permit.
04.02	Check accident report packets for proper contents.
04.03	Plan a route from one point to another that is optimal in terms of travel time, fuel costs, potential hazards and federal, state and local travel restrictions.
04.04	Describe the use of manual and contemporary GPS navigation systems.
04.05	Arrange to secure permits required by the nature of the vehicle, its cargo and route to be traveled.
04.06	Arrange a secure place for vehicle on layovers, especially when transporting hazardous materials.
04.07	Demonstrate map reading skills.
04.08	Estimate travel time and plan rest stops and layovers.
04.09	Estimate fuel consumption and plan fuel stops.
04.10	Estimate expense money and obtain funds and/or credit cards.
05.0	Demonstrate vehicle inspection procedures.--The student will be able to:
05.01	Check for previous days DVIR.
05.02	Check general appearance and condition of vehicle.
05.03	Check fuel, oil, water levels and automatic transmission fluid level and diesel emissions fluid (DEF).
05.04	Check signal lights, stop lights and running lights.
05.05	Check tires, rims and suspension.
05.06	Check horn, windshield wipers, mirrors and reflectors.
05.07	Check fifth wheel, trailer hook-up and brake lines.
05.08	Check emergency bi-directional reflective triangles and fire extinguishers.
05.09	Check instruments for normal readings.
05.10	Check steering system, brake action and tractor protection valve.
05.11	Check cargo-blocking, bracing and tie down.
05.12	Perform enroute inspections.
05.13	Perform post-trip inspection of vehicle and all systems.
06.0	Perform vehicle maintenance and servicing procedures.--The student will be able to:
06.01	Describe function and operation of principle vehicle systems including, engine, engine auxiliary brake, drive train, coupling, suspension and electrical system, DEP engines, and regeneration processes where applicable.
06.02	Check engine fuel, oil, coolant, battery and filters.

06.03	Check tire air pressure.
06.04	Check for proper tire and wheel mounting.
06.05	Drain moisture from air brake supply reservoirs.
06.06	Check brakes and related systems.
06.07	Clean and repair lights.
06.08	Check fuses and reset circuit breakers.
06.09	Clean interior and exterior of vehicle.
06.10	Check mud/rain flaps.
06.11	Check and adjust tandem and fifth-wheel slides, if so equipped.
07.0	Demonstrate basic vehicle control procedures.--The student will:
07.01	Place transmission in neutral before starting engine.
07.02	Start, warm up and shut down the engine, according to the manufacturer's specifications.
07.03	Build full pressure (90-120 PSI) in air tanks or to governed cut-out.
07.04	Test parking brake and service brake before moving/driving vehicle.
07.05	Coordinate use of accelerator and clutch to achieve smooth acceleration and avoid clutch abuse.
07.06	Maintain proper engine RPM while driving.
07.07	Properly modulate air brakes to bring vehicle to a smooth stop.
07.08	Properly shift up and down through all gears using clutch.
07.09	Double clutch non-synchronized transmissions and time shift for smooth and fuel efficient performance.
07.10	Select proper gear for speed and highway conditions.
07.11	Operate manual, automatic and semiautomatic transmissions as available training equipment allows.
07.12	Coordinate steering, braking and acceleration to take the vehicle through a desired path forward and backward in a straight line.
07.13	Adequately judge the path trailer will take (off tracking) as vehicle negotiates left or right curves and turns.
07.14	Use clutch and gears to maintain proper operating range/power/RPM of the motor while slowing the vehicle.
07.15	Park the vehicle, set brakes and shut off the engine.
07.16	Properly chock/block wheels where and when required.
08.0	Demonstrate backing skills and basic vehicle maneuvers.--The student will:
08.01	Check area before and during backing.
08.02	Properly utilize guides and mirrors.

08.03	Properly back in straight line and curved paths.
08.04	Properly back into an alley dock.
08.05	Back 100 feet through an alley.
08.06	Make proper straight in approach during offset backing maneuvers.
08.07	Properly position unit for backing into a loading dock.
08.08	Properly back to a dock. (actual or simulated)
08.09	Properly stop unit within 36 inches of the dock without contacting dock. (actual or simulated)
08.10	Properly Parallel Park.
08.11	Judge side, rear and overhead clearances and path of the trailer.
08.12	Make a straight-in approach to an alley.
08.13	Drive forward through an alley for 100 feet.
09.0	Demonstrate coupling and uncoupling skills.--The student will be able to:
09.01	Reverse-steer and articulate a vehicle.
09.02	Align the tractor properly to connect with trailer.
09.03	Back and secure the tractor properly into the trailer kingpin without damage.
09.04	Perform tug test against the locking mechanisms and visual checks to make sure coupling is secure.
09.05	Connect electrical and air lines properly.
09.06	Set in-cab air brake controls properly.
09.07	Retract and secure landing gear after coupling is secure.
09.08	Properly uncouple and secure the trailer.
10.0	Demonstrate road driving skills.--The student will be able to:
10.01	Carefully enter traffic from parked position.
10.02	Use clutch and gears properly.
10.03	Proceed from a stopped position without rolling backward.
10.04	Use mirrors properly.
10.05	Signal intention to turn well in advance of turn.
10.06	Get into proper lane to turn well in advance of turn.
10.07	Check traffic conditions and turn only when intersection is clear.
10.08	Restrict traffic from passing on right when preparing to complete a right hand turn. Maintain 3 feet or less on right side of vehicle.

10.09	Execute a right hand turn maintaining 3 feet or less on right side of vehicle.
10.10	Complete a turn promptly and safely and not impede other traffic.
10.11	Select and shift to proper gear prior to beginning any turn.
10.12	Obey all traffic signals.
10.13	Plan stop in advance and adjust speed correctly.
10.14	Use brakes properly on grades.
10.15	Plan stops far enough in advance to avoid hard braking.
10.16	Stop clear of crosswalks.
10.17	Come to a complete stop at all stop signs.
10.18	Yield right of way at intersections having yield signs.
10.19	Check for cross traffic regardless of traffic signals.
10.20	Approach all intersections prepared to stop if necessary.
10.21	Stop a minimum of 15 feet but not more than 50 feet before railroad grade crossing if stop is necessary.
10.22	Select proper gear to avoid shifting gears on railroad grade crossing.
10.23	Determine sufficient space required for passing.
10.24	Pass only in safe locations.
10.25	Pass on two-lane highway.
10.26	Pass on four or more lane highway.
10.27	Signal lane changes before and after passing.
10.28	Pass only when appropriate to avoid impeding other traffic.
10.29	Return to right lane promptly, but only when safe to do so.
10.30	Observe speed limits.
10.31	Adjust speed properly to road, weather and traffic conditions.
10.32	Slowdown in advance of curves, danger zones and intersections.
10.33	Maintain consistent speed where possible.
10.34	Yield right of way.
10.35	Allow faster traffic to pass.
10.36	Understand or demonstrate the proper procedures for navigating a weigh station.
10.37	Use horn only when necessary.

10.38	Park only in legally permissible parking areas.
10.39	Check instruments at regular intervals.
10.40	Maintain proper engine RPM while driving.
10.41	Determine minimum front-to-rear distances when following other vehicles using industry recognized standards.
11.0	Demonstrate hazardous driving skills.--The student will be able to:
11.01	Understand preparation for operation in cold weather.
11.02	Demonstrate proper procedure for expelling moisture from the air tanks after each trip.
11.03	Understand proper procedure for checking ice accumulation on brakes, slack adjuster, air hoses, electrical wiring and radiator shutters during operation.
11.04	Perform operational adjustments necessary to maintain control in all weather conditions, including speed selection, braking and following distance.
11.05	Describe procedures to check safe operation of brakes after driving through deep water.
11.06	Perform proper use of windshield wipers, washers and defrosters to maintain visibility.
11.07	Observe and evaluate changing road surface conditions.
11.08	Demonstrate or understand ability for recognizing conditions that produce low traction, including initial rainfall, ice, snow and mud.
11.09	Describe and understand procedures to avoid skidding and jackknifing.
11.10	Understand procedures to avoid hydroplaning and describe the road and vehicle conditions that produce it.
11.11	Understand procedures for mounting and dismounting tire chains.
11.12	Understand procedures for extricating the vehicle from snow, sand and mud by maneuvering or towing.
11.13	Demonstrate ability to adjust rate of change in speed and direction to accommodate road conditions to avoid skidding.
11.14	Describe procedures required to coordinate acceleration and shifting to overcome the resistance of snow, sand and mud.
11.15	Demonstrate ability to perform brake checks on equipment prior to mountain driving.
11.16	Understand procedures required to use right lane or special truck lane going up grades.
11.17	Understand procedures required to place transmission in appropriate gear for engine braking before starting downgrade.
11.18	Understand procedures required to use proper braking techniques and maintain proper engine braking before starting downgrades.
11.19	Understand proper use of truck escape ramp when brakes fail on a downgrade.
11.20	Understand procedure required for observing temperature gauge frequently when pulling heavy loads up long grades.
11.21	Understand the effect of vehicle weight and speed upon braking and shifting ability on long downgrades.
11.22	Identify the meaning and use of percent of grade signs.
11.23	Understand bringing the truck to a stop in the shortest possible distance while maintaining directional control on a dry surface.

11.24	Understand procedures to make an evasive turn off the roadway and return to the roadway while maintaining directional control.
11.25	Understand procedures to bring the vehicle to a stop in the event of a brake failure.
11.26	Understand procedures to maintain control of the vehicle in the event of a blowout.
11.27	Understand procedures to bring truck to a stop in the shortest possible distance while maintaining directional control when operating on a slippery surface.
11.28	Understand procedures to recover from vehicle skids induced by snow, ice, water, oil, sand, wet leaves or other slippery surfaces.
11.29	Understand procedures to counter steer out of a skid in a way that will regain directional control and not produce another skid.
11.30	Understand procedure to operate brakes properly to provide maximum braking without loss of control.
12.0	Apply concepts learned for obtaining a Commercial Driver's License (CDL).--The student will be able to:
12.01	Demonstrate competence in performing basic Commercial Vehicle Driving skills utilizing the CDL testing criteria.
12.02	Demonstrate understanding and knowledge of Commercial Vehicle Driving Laws as required, to safely and legally operate a commercial vehicle.

Additional Information

Laboratory Activities

Laboratory investigations that include scientific inquiry, research, measurement, problem solving, emerging technologies, tools and equipment, as well as, experimental, quality, and safety procedures are an integral part of this career and technical program/course. Laboratory investigations benefit all students by developing an understanding of the complexity and ambiguity of empirical work, as well as the skills required to manage, operate, calibrate and troubleshoot equipment/tools used to make observations. Students understand measurement error; and have the skills to aggregate, interpret, and present the resulting data. Equipment and supplies should be provided to enhance hands-on experiences for students.

Special Notes

Students entering this program must exhibit a safe driving record, be at least 18 years of age and comply with State and Federal licensing requirements as outlined by the Federal Motor Carrier Safety Administration (FMCSA). Instruction will include 1000 miles of road driving under the supervision of a qualified commercial vehicle driver prior to completion of the program. Road driving activities will include experience on two-lane, four-lane, interstate, and city streets and highways. Twenty percent or more of the experience will occur at night on both wet and/or dry roads. Instruction in driving bob-tail, empty and loaded vehicles will be given. All students with a Commercial Learners Permit (CLP) must be accompanied by an instructor.

Recommended student to instructor ratios:

Classroom – 12 to 1

Lab – Variable

Range – 6 to 1

Road Instruction – 4 to 1 per vehicle

MyCareerShines is an interactive resource to assist students in identifying their ideal career and to enhance preparation for employment. Teachers are encouraged to integrate this resource into the program curriculum to meet the employability goals for each student. Access MyCareerShines by visiting: www.mycareershines.org.

Career and Technical Student Organization (CTSO)

SkillsUSA is the intercurricular career and technical student organization(s) providing leadership training and reinforcing specific career and technical skills. Career and Technical Student Organizations provide activities for students as an integral part of the instruction offered. The activities of such organizations are defined as part of the curriculum in accordance with Rule 6A-6.065, F.A.C.

Cooperative Training – OJT

On-the-job training is appropriate but not required for this program. Whenever offered, the rules, guidelines, and requirements specified in the OJT framework apply.

Accommodations

Federal and state legislation requires the provision of accommodations for students with disabilities to meet individual needs and ensure equal access. Postsecondary students with disabilities must self-identify, present documentation, request accommodations if needed, and develop a plan with their counselor and/or instructors. Accommodations received in postsecondary education may differ from those received in secondary education. Accommodations change the way the student is instructed. Students with disabilities may need accommodations in such areas as instructional methods and materials, assignments and assessments, time demands and schedules, learning environment, assistive technology and special communication systems. Documentation of the accommodations requested and provided should be maintained in a confidential file.

Note: postsecondary curriculum and regulated secondary programs cannot be modified.

Additional Resources

For additional information regarding articulation agreements, Bright Futures Scholarships, Fine Arts/Practical Arts Credit and Equivalent Mathematics and Equally Rigorous Science Courses please refer to:

<http://www.fldoe.org/academics/career-adult-edu/career-tech-edu/program-resources.stml>

Attachment I Building and Site Information

Pensacola State College
Economic Development Administration Grant Application

Preliminary Engineering Report

C.1. Description of project components.

To meet the unmet job demands of local and regional employers, Pensacola State College is seeking EDA funding to construct a truck driving facility that will educate and train students to fill truck driver employment needs within the Emerald Coast Regional Council's area. The proposed usage of EDA funding is to provide student usable space for up-to-date instruction, simulation, and on-the-road training that will better equip students for employment in the industry. The training provided by PSC will enable students to obtain living wage jobs with significant potential for growth.

The new 13,000 square foot Truck Driving Training Facility will be located on fifteen acres in Township 2 North, Range 27 West, Santa Rosa County, Florida. Construction of this project would entail building a 101'-4" x 125'-0" pre-engineered metal building teaching facility with new water and electric utilities and a 400'-0" x 400'-0" concrete pad for truck driving instruction. Total land disturbance will be 15 acres.

Student Building: the 12,667 square foot building will include classrooms for student instruction, working space for mechanical and maintenance training, student work-areas and meeting rooms, and academic advising areas. The building will also house truck bays for students to receive instruction on truck care, maintenance, and other skills necessary to meet the job requirements of local employers.

Truck-Driving Simulator: the truck driving simulator will provide space for students to receive virtual training on a variety of roadways, locations, urban and rural settings, and more. The 13.5 ft by 11.5 ft space will enable the instruction of 24 students per term.

The VS600M Truck Driving Simulator provides best-in-class instruction with 55-inch visual displays and realistic fidelity for shifting, backing up, turns, coupling, uncoupling, and braking. The simulator will enhance and speed the transferability of student skills to the road, a need articulated by regional employers.

Truck Driving Instruction Pad: located directly outside the Student building, the 400 ft by 400 ft concrete pad will enable the instruction of 24 students per term. Students will be able to take instructor guidance directly to a hands-on training experience necessary to be considered for employment in the region.

C.2. A statement verifying that the project components described in the engineering report are consistent with the EDA investment project description that is provided in Section B.2 of Form ED-900.

The project components described in the engineering report are consistent with the EDA investment project description that is provided in Section B.2 of Form ED-900.

C.3. Drawings showing the general layout and location of the existing site conditions and of the project components as well as location of any project beneficiary identified in Section B.9 of Form ED-900 that provide economic justification for the project, if any.

See the following pages for drawings of the building, instruction pad, and aerial and topographical views of the site.

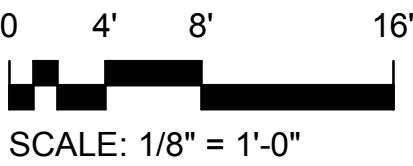
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PLAN NORTH
NOTE PLAN
1/8" = 1'-0"

ROOM SCHEDULE		
Room Number	Room Name	Area
100	LOBBY	480 SF
100A	CORRIDOR	672 SF
101A	JAN.	61 SF
101B	ELEC	51 SF
102	WOMEN	179 SF
103	TELECOM	58 SF
104	MEN	164 SF
105	CLASSROOM	820 SF
106	OFFICE	128 SF
108	OFFICE	119 SF
110	STORAGE	257 SF
111	CLASSROOM	520 SF
112	CLASSROOM	519 SF
113	MECHANICAL	442 SF
114	STORAGE	248 SF
115	CLASSROOM	609 SF
116	TRUCK BAYS	6906 SF
NET TOTAL AREA:		12235 SF



909 East Cervantes
Pensacola, FL 32501
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www.bullocktice.com
Fax: 850.432.5208
Phone: 850.434.5444

REVISIONS:	
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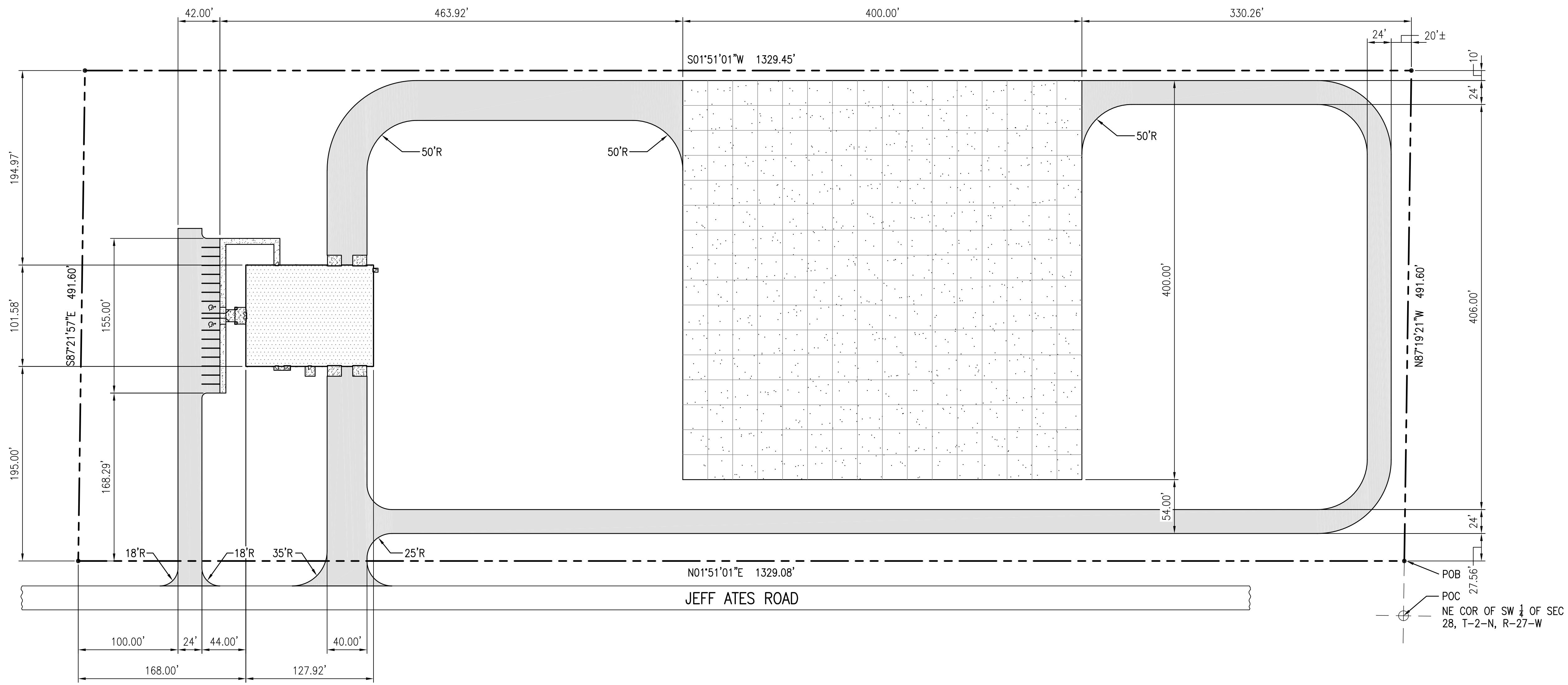
SIGNATURE AND SEAL

PSC TRUCK DRIVER TRAINING
FACILITY
SANTA ROSA INDUSTRIAL PARK

BTA PROJECT NO: 142615.10
SHEET DATE: 09/24/2019

SHEET TITLE:
NOTE PLAN

SHEET:
A-111



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REVISIONS:	

SIGNATURE AND SEAL

PSC TRUCK DRIVING SCHOOL

SANTA ROSA INDUSTRIAL PARK

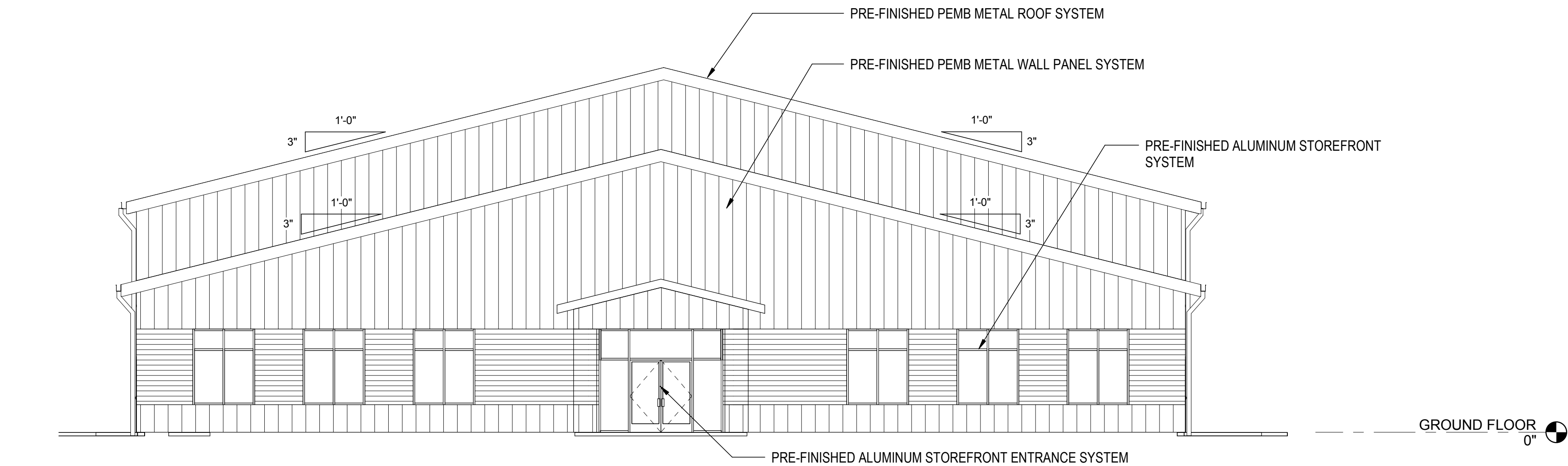
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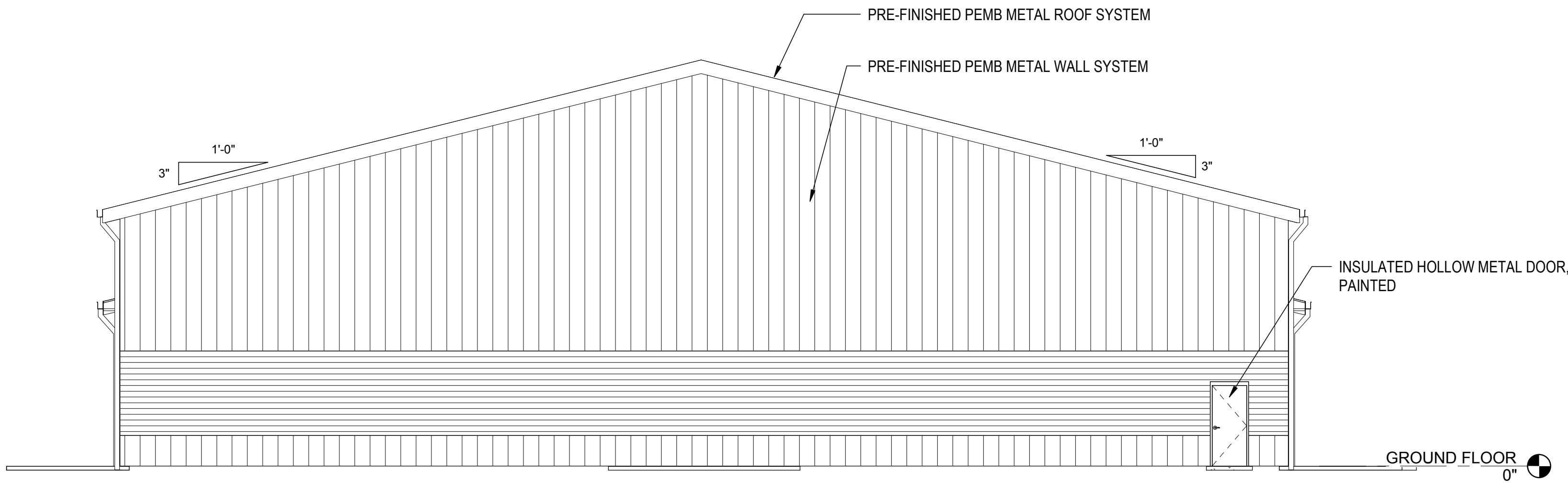
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1 ENTRY ELEVATION
A-201 1/8" = 1'-0"



2 REAR ELEVATION
A-201 1/8" = 1'-0"

GRAPHIC LEGEND

- | | |
|----|--|
| | PREFINISHED PEMB STANDING SEAM METAL PANEL (ROOF AND WALL) |
| | PREFINISHED PEMB STANDING SEAM METAL PANEL (ROOF AND WALL) |
| DS | PREFINISHED METAL DOWNSPOUT (4" X 5"), CONNECT TO STORM DRAIN PIPING, SEE CIVIL DRAWINGS |
| | ROOF SLOPE |

ELEVATION NOTES

1. DOWNSPOUTS THAT EXTEND TO GROUND SHALL CONNECT TO UNDERGROUND STORMWATER PIPING.
2. ALL ARCHITECTURALLY EXPOSED STRUCTURAL STEEL TO RECEIVE HIGH PERFORMANCE COATING SYSTEM.

0 4' 8' 16'
SCALE: 1/8" = 1'-0"



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REVISIONS:

SIGNATURE AND SEAL

PSC TRUCK DRIVER TRAINING
FACILITY
SANTA ROSA INDUSTRIAL PARK

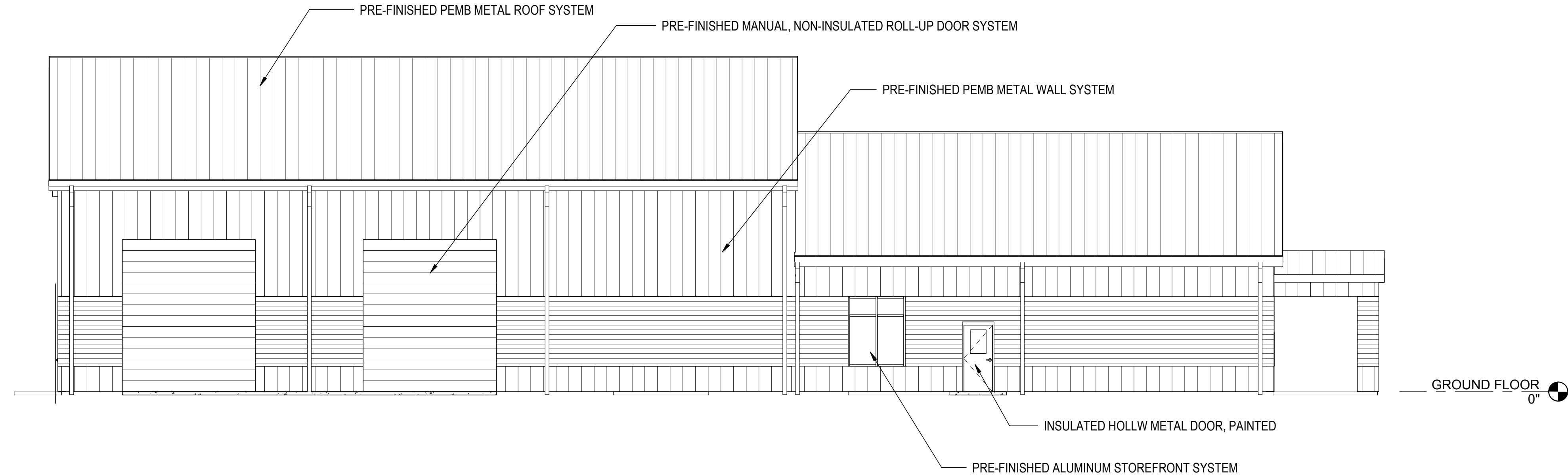
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SHEET DATE: 03/13/19

SHEET TITLE:
EXTERIOR
ELEVATIONS

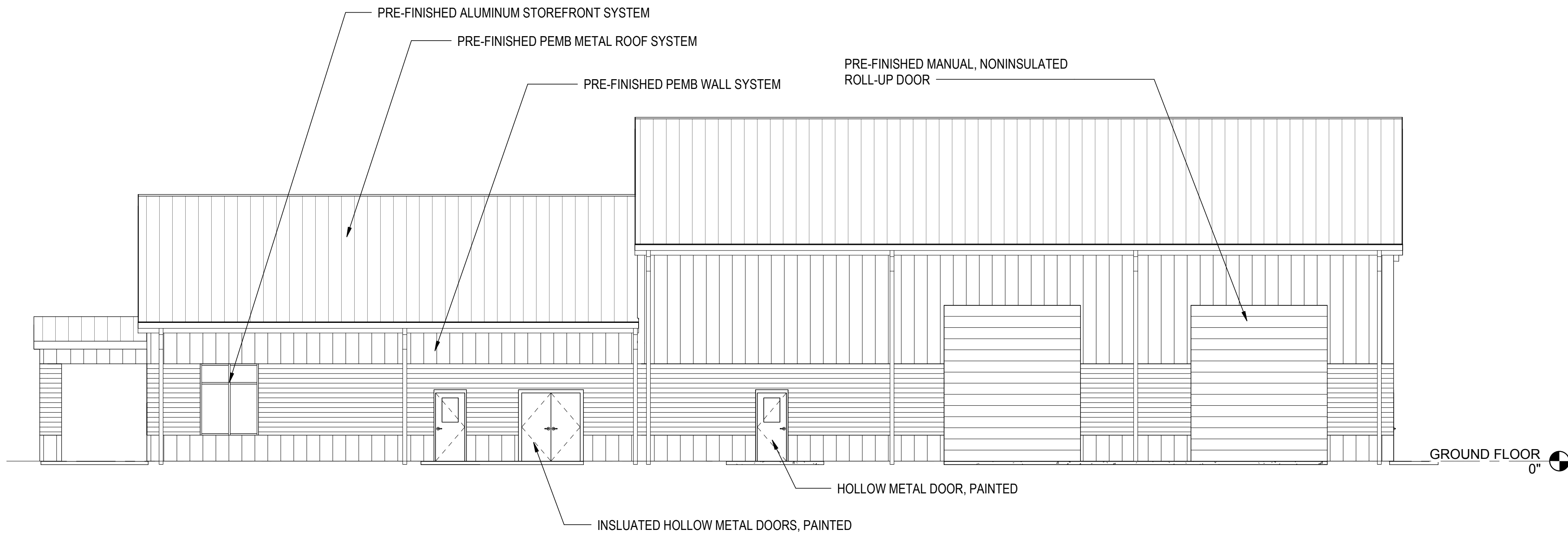
SHEET:
A-201

D:_RV\2018\Projects\142615-10_PSC Driving School_Ladame@bullock.com.rvt

9/25/2019 8:41:02 AM



1 SIDE ELEVATION
A-202 1/8" = 1'-0"

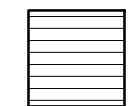
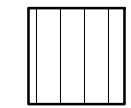
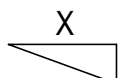


2 SIDE ELEVATION
A-202 1/8" = 1'-0"

ELEVATION NOTES

1. DOWNSPOUTS THAT EXTEND TO GROUND SHALL CONNECT TO UNDERGROUND STORMWATER PIPING.
2. ALL ARCHITECTURALLY EXPOSED STRUCTURAL STEEL TO RECEIVE HIGH PERFORMANCE COATING SYSTEM.

GRAPHIC LEGEND

-  PREFINISHED PEMB STANDING SEAM METAL PANEL (ROOF AND WALL)
-  PREFINISHED PEMB STANDING SEAM METAL PANEL (ROOF AND WALL)
- DS PREFINISHED METAL DOWNSPOUT (4" X 5"), CONNECT TO STORM DRAIN PIPING, SEE CIVIL DRAWINGS
-  ROOF SLOPE

0 4' 8' 16'
SCALE: 1/8" = 1'-0"



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REVISIONS:

SIGNATURE AND SEAL

PSC TRUCK DRIVER TRAINING
FACILITY
SANTA ROSA INDUSTRIAL PARK

BTA PROJECT NO: 142615.10
SHEET DATE: 03/13/19

SHEET TITLE:
EXTERIOR
ELEVATIONS

SHEET:
A-202



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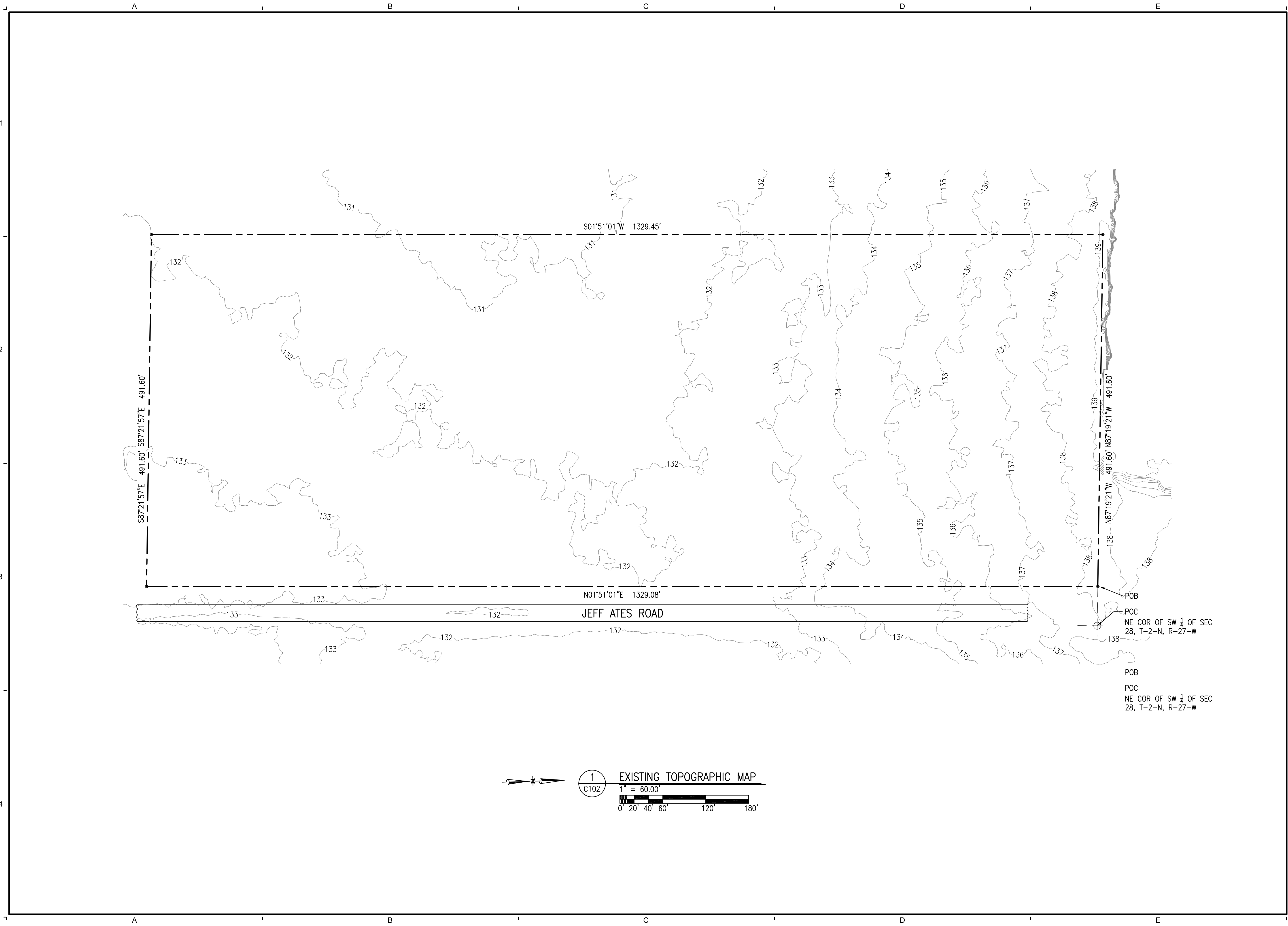
PSC TRUCK DRIVING SCHOOL

SANTA ROSA INDUSTRIAL PARK

BTA PROJECT NO: 142615.10
SHEET DATE: SEPT 2019

SHEET TITLE:

SHEET: C101



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SIGNATURE AND SEAL

PSC TRUCK DRIVING SCHOOL

SANTA ROSA INDUSTRIAL PARK

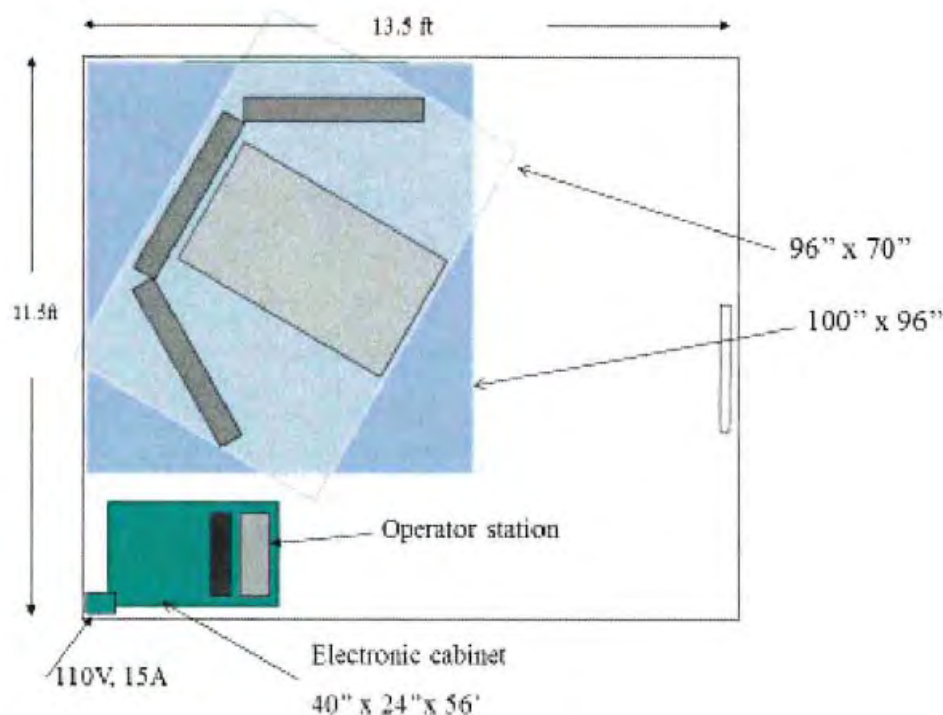
BTA PROJECT NO: 142615.10
SHEET DATE: SEPT 2019

SHEET TITLE:

SHEET: C102

The project scope of work also includes the placement of two simulators in the building, shown below:

SIMULATOR



C.4. A feasibility analysis for the constructability of the project.

This project is the construction of a new 101'4" x 125' student building that will include classrooms, working space, bathrooms and other necessary amenities. The building will include a bay large enough to fit two trucks. Located directly adjacent to the building will be a 400' x 400' truck driving pad large enough for student instruction.

The project as envisioned here provides the college with the highest potential return on a low investment. The construction of a rigid-frame metal building saves money and accounts for the fact that students will only be inside for short periods of time between training pad instruction. The concrete pad accounts for continuous training while the asphalt loop is appropriate for the amount of practice that will be required for each student.

C.5. The proposed method of construction.

The College will utilize a construction manager already pre-qualified to construct the project. The construction manager has been competitively selected based on responses to a public Request for Qualifications, review by the PSC President, Director of Facilities Planning and Construction, Director of Purchasing and Auxiliary Services, and final approval by the Board of

Trustees. The proposed method of construction is design-bid-build, with selections for specific work competitively bid.

C.6. The number of construction contracts anticipated.

There are approximately twenty (20) contracts anticipated for this project. These include:

- General contractor.
- Demolition/site work contract.
- Concrete installers/finishers
- Masonry
- Metal building seller
- Contractor that erects the building
- Carpentry
- Doors and windows seller
- Doors and windows installer
- Electrical
- Mechanical
- Plumbing
- Flooring
- Telecomms
- Landscaper
- Termite protection
- Fire extinguishers / toilet partitions
- Painters

Cl.7. A current detailed construction cost estimate for each of the project components. Show quantities, unit prices, and total costs and provide a basis for the determination of construction contingencies. The total of this estimate should match the construction line item of the SF-424C.

Student Building: \$2,557,490.70

Truck-Driving Simulator: \$230,000.00 (this cost reflects the purchase of two VS600M Simulators at \$115,000 per piece)

Truck Driving Instruction Pad: \$1,800,000.00