



**BOARD OF TRUSTEES  
FINANCE AND FACILITIES COMMITTEE**

**James E. "Ted" Roberts, Chair  
John R. Jakubek, Vice Chair  
All Trustees are Members**

**BACKGROUND MATERIALS  
Wednesday, March 14, 2018**

- |   |              |
|---|--------------|
| <b>1. Budget and Interfund Transfers for the Quarter Ending December 31, 2017,<br/>Reportable under Policy Number 3356-3-11.1, Budget Transfers</b> | <b>Tab 1</b> |
| <b>2. Diversity and EDGE Spend Report<br/>Second quarter Diversity Spend Report with detail.</b>  | <b>Tab 2</b> |



**YOUNGSTOWN STATE UNIVERSITY**  
**Reportable Budget and Interfund Transfers**  
**Quarter Ended December 31, 2017**

**BUDGET TRANSFERS WITHIN THE OPERATING BUDGET (i.e., General Fund and Auxiliaries):**

| <b>FROM</b>  | <b>TO</b>  | <b>AMOUNT</b> | <b>REASON</b>   |
|--|--|---------------|---|
| Parking Services<br>(Revenue and Expense Budget Lines) | N/A  | \$924,780     | Budget reduction approved by Board in December 2017.                          |
| General Fund<br>(Enhancement Reserve)                  | General Fund - Academic Depts.<br>(Compensation)                           | \$801,561     | Transfer for 2% faculty raises.   |
| General Fund<br>(Enhancement Reserve)                  | General Fund - Institution Wide Budget<br>(Reserve for Uncollected Income) | \$465,744     | Transfer for budget reduction due to enrollment not meeting budgeted targets. |

**TRANSFERS OUTSIDE OF THE OPERATING BUDGET:**

| <b>FROM</b>  | <b>TO</b>  | <b>AMOUNT</b> | <b>REASON</b>   |
|--|--|---------------|---|
| M-70 & West of 5th Gravel Lots<br>(Auxiliary Plant Fund)     | Parking Services Plant Reserve<br>(Auxiliary Plant Fund)       | \$875,000     | Approved by Board in December.  |
| Parking Services Plant Reserve<br>(Auxiliary Plant Fund)     | M-70 Parking Lot Re-pavement<br>(Auxiliary Plant Fund)         | \$650,000     | Approved by Board in December.  |
| Stambaugh Multimedia Center Gifts<br>(Restricted Plant Fund) | Stambaugh Multimedia Center Project<br>(Restricted Plant Fund) | \$250,000     | Transfer cash received for Stambaugh Multimedia Center to the project fund. |
| New WCBA Building<br>(Restricted Plant Fund)                 | Debt Service Reserve - WCBA<br>(Restricted Plant Fund)         | \$123,140     | Transfer residual project funds to debt service fund.                       |
| WATTS Center Construction Fund<br>(Unrestricted Plant Fund)  | Property Acquisition Fund<br>(Unrestricted Plant Fund)         | \$75,752      | Return residual project funds to original source.                           |
| General Fund   | Academic Achievers Match FY18-FY20<br>(Restricted Fund)        | \$57,832      | Transfer for required match.  |
| Capital Component Fund<br>(Restricted Plant Fund)            | Maag Testing Center<br>(Restricted Plant Fund)                 | \$50,000      | Transfer to fund renovation project.  |

**TRANSFERS OUTSIDE OF THE OPERATING BUDGET:**

| <b>FROM</b>  | <b>TO</b>   | <b>AMOUNT</b> | <b>REASON</b>   |
|--|---|---------------|---|
| Insurance Deductible Fund<br>(Unrestricted Plant Fund)                   | Launch Lab<br>(Designated Fund)                             | \$36,314      | Transfer to reimburse fund for the replacement of computers/printers and additional repairs due to fire damage.   |
| BCOE Room Renovations<br>(Unrestricted Plant Fund)                       | College Fee Carryforward Fund<br>(Designated Fund)          | \$34,900      | Return residual project funds to original source.   |
| Bookstore 5th Year Refresh<br>(Auxiliary Plant Fund)                     | General Fund Plant Reserve<br>(Unrestricted Plant Fund)     | \$34,171      | Transfer to close out Bookstore fund.   |
| Beeghly Hall Advising Office<br>Renovations<br>(Unrestricted Plant Fund) | College Fee Carryforward Fund<br>(Designated Fund)          | \$30,363      | Return residual project funds to original source.   |
| Moser 3D Lab<br>(Unrestricted Plant Fund)                                | College Fee Carryforward Fund<br>(Designated Fund)          | \$28,598      | Return residual project funds to original source.   |
| Andrews Rec/Wellness Center Plant<br>Reserve<br>(Auxiliary Plant Fund)   | Rec Center Improvements & Repairs<br>(Auxiliary Plant Fund) | \$25,000      | Transfer to fund completion of rail painting and switching of existing lights in hallway to LED options.          |
| Kilcawley Plant Reserve<br>(Auxiliary Plant Fund)                        | Kilcawley Center Security Cameras<br>(Auxiliary Plant Fund) | \$25,000      | Transfer for security camera upgrades in Kilcawley Center and new security cameras in the Kilcawley Center Annex. |

**Youngstown State University**  
**Fiscal Year 2018 Second Quarter Diversity Spend Report**  
**October 1, 2017 through December 31, 2017**

| <b>Diversity Spend - Goods and Services (excludes EDGE and construction)</b> | <b>Second Quarter</b> | <b>Year to Date</b> | <b>% of Addressable</b> | <b>Prior Year</b>  | <b>% of Addressable</b> |
|--|-----------------------|---------------------|-------------------------|--------------------|-------------------------|
| MBE - Ohio Certified   | \$138,347             | \$411,918           | 2.95%                   | \$185,469          | 2.89%                   |
| MBE - Other Certified  | 91                    | 208                 | 0.00%                   | 4,277              | 0.07%                   |
| Disability Challenged  | 129,859               | 211,338             | 2.77%                   | 254,098            | 3.95%                   |
| Recycled Materials   | 21,376                | 41,754              | 0.46%                   | 38,097             | 0.59%                   |
| Veteran Owned  | 6,693                 | 11,087              | 0.14%                   | 89,671             | 1.40%                   |
| Woman Owned  | 49,035                | 87,535              | 1.05%                   | 35,932             | 0.56%                   |
| <b>Total Diversity Spend</b>   | <b>\$345,401</b>      | <b>\$763,840</b>    | <b>7.37%</b>            | <b>\$607,544</b>   | <b>9.46%</b>            |
| <b>Total Addressable Spend - Goods and Services</b>                          | <b>\$4,681,853</b>    | <b>\$9,243,056</b>  | <b>100.00%</b>          | <b>\$6,424,877</b> | <b>100.00%</b>          |

| <b>EDGE Spend - Goods, Services, and Construction</b>              | <b>Second Quarter</b> | <b>Year to Date</b> | <b>% of Addressable</b> | <b>Prior Year</b>   | <b>% of Addressable</b> |
|--|-----------------------|---------------------|-------------------------|---------------------|-------------------------|
| EDGE - Ohio Certified - Construction                               | \$179,857             | \$431,451           | 1.79%                   | \$239,048           | 2.09%                   |
| <b>Total EDGE Spend</b>  | <b>\$179,857</b>      | <b>\$431,451</b>    | <b>1.79%</b>            | <b>\$239,048</b>    | <b>2.09%</b>            |
| <b>Total Addressable Spend - Goods, Services, and Construction</b> | <b>\$10,060,390</b>   | <b>\$19,093,464</b> | <b>100.00%</b>          | <b>\$11,424,206</b> | <b>100.00%</b>          |

Youngstown State University (YSU) does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity and/or expression, disability, age, religion or veteran/military status in its programs or activities. Please visit YSU's [Commitment to Accessibility webpage](#) for contact information for persons designated to handle questions about this policy.

**Youngstown State University**  
**Diversity Spend Detail Report - Goods and Services**  
**(excludes EDGE and construction)**  
**October 1, 2017 through December 31, 2017**

**Minority Business Enterprise (MBE) - Ohio Certified**

| <b>Name</b>                            | <b>Address</b>                                 | <b>Type of Contract</b> | <b>Purchases</b> |
|--|--|-------------------------|------------------|
| B R Johnson Cleaning Services          | P.O. Box 282, Akron, Ohio 44309                | Janitorial Services     | \$66,031         |
| Brown Enterprise Solutions             | 5935 Wilcox Place, Suite E, Dublin, Ohio 43016 | Computer Supplies       | 72,316           |
| <b>Subtotal - MBE - Ohio Certified</b> |  |                         | <b>\$138,347</b> |

**Minority Business Enterprise (MBE) - Other Certified**

| <b>Name</b>                             | <b>Address</b>                                 | <b>Type of Contract</b> | <b>Purchases</b> |
|---|--|-------------------------|------------------|
| Staples - Tier 2                        | 4170 Highlander Parkway, Richfield, Ohio 44286 | Office Supplies         | \$91             |
| <b>Subtotal - MBE - Other Certified</b> |  |                         | <b>\$91</b>      |

**Disability Challenged**

| <b>Name</b>                             | <b>Address</b>  | <b>Type of Contract</b> | <b>Purchases</b> |
|---|---|-------------------------|------------------|
| Agilent Technology                      | 9780 S. Meridian Boulevard, Englewood, Colorado 80112 | Laboratory Supplies     | \$3,502          |
| Compass Family Services                 | 535 Marmion Avenue, Youngstown, Ohio 44502            | Janitorial Services     | 126,357          |
| <b>Subtotal - Disability Challenged</b> |   |                         | <b>\$129,859</b> |

**Recycled Materials**

| <b>Name</b>                          | <b>Address</b>                                 | <b>Type of Contract</b> | <b>Purchases</b> |
|--------------------------------------|--|-------------------------|------------------|
| Staples - Tier 2                     | 4170 Highlander Parkway, Richfield, Ohio 44286 | Office Supplies         | \$21,376         |
| <b>Subtotal - Recycled Materials</b> |  |                         | <b>\$21,376</b>  |

**Veteran Owned**

| <b>Name</b>                     | <b>Address</b>                               | <b>Type of Contract</b> | <b>Purchases</b> |
|---------------------------------|--|-------------------------|------------------|
| 3d PrinterWorks LLC             | 241 W Federal Street, Youngstown, Ohio 44503 | Instructional Equipment | \$3,740          |
| D & D Industrial Supply         | 225 McClurg Road, Boardman, Ohio 44512       | Linen Service           | 93               |
| McRoyal Industries Inc.         | 1421 Lilac Street, Youngstown, Ohio 44502    | Maintenance Supplies    | 2,860            |
| <b>Subtotal - Veteran Owned</b> |  |                         | <b>\$6,693</b>   |

**Woman Owned**

| <b>Name</b>                          | <b>Address</b>  | <b>Type of Contract</b> | <b>Purchases</b> |
|--------------------------------------|---|-------------------------|------------------|
| Crogan Plumbing and Heating Supplies | 5821 Poland Struthers Road, Youngstown, Ohio 44514          | Maintenance Supplies    | \$146            |
| Data Ticket Inc.                     | 4600 Campus Drive, Newport Beach, California 92660          | Parking Software        | 36,320           |
| Kdc                                  | 2100 Babcock Blvd, Pittsburgh, PA 15209                     | Maintenance Supplies    | 72               |
| Protect-N-Shred                      | P.O. Box 85, Cortland, Ohio 44410                           | Document Shredding      | 1,447            |
| Quality Construction & Coatings      | 1435 Doncaster Drive, Youngstown, Ohio 44511                | Maintenance and Repair  | 325              |
| Roar Postal Supplies & Solutions     | 10600 W. 108th Terrace, Overland Park, Kansas 66210         | Postal Supplies         | 288              |
| Ryan Carpet Sales & Services Inc.    | 70 Victoria Road, Austintown, Ohio 44515                    | Flooring                | 3,354            |
| Staples - Tier 2                     | 4170 Highlander Parkway, Richfield, Ohio 44286              | Office Supplies         | 782              |
| Union Eyes Optical Inc.              | Suite B, 229 Churchill Hubbard Road, Youngstown, Ohio 44505 | Public Safety Supplies  | 230              |
| Warren Fire Equipment                | 6880 Tod Avenue SW, Warren, Ohio 44481                      | Fire Systems            | 6,071            |
| <b>Subtotal - Woman Owned</b>        |   |                         | <b>\$49,035</b>  |
| <b>Total Diversity Spend</b>         |   |                         | <b>\$345,401</b> |

**Youngstown State University**  
**EDGE Spend Detail Report**  
**October 1, 2017 through December 31, 2017**

**Encouraging Diversity, Growth, and Equity (EDGE) - Ohio Certified**

| <b>Name</b>                | <b>Address</b>  | <b>Project</b>           | <b>Purchases</b>               |
|----------------------------|---|--------------------------|--------------------------------|
| AO Construction            | 6930 Market Street, Boardman, Ohio 44512              | Ward Beecher             | \$21,000                       |
| Kabil Associates           | 5900 Sharon Woods Blvd, Suite B, Columbus, Ohio 43229 | Architect                | 14,440                         |
| T&M Construction           | 34546 Atherton Ridge Road, Macksburg, Ohio 45746      | Jones Hall Roof          | 72,208                         |
| Western Reserve Mechanical | 3041 South Main Street, Niles, Ohio 44446             | Campus Building upgrades | 72,209                         |
|                            | <b>Total EDGE Spend</b>                               |                          | <b><u><u>\$179,857</u></u></b> |